MIDAS Data Group
Meeting Minutes
August 23, 2021
2:00 – 3:00 p.m.

In Attendance:
Rob Smith, Erin Mason, Kate Stoss, Bryan Fortriege, Maureen McCarthy, Alex Kluber, Todd Meister, Cole Heady, Steve Reed, Laura Means, Mike Costello, Brad Hostetler, Missy Adkison, Tarek Mahfouz, and Rob Marvin.

Absent: David Clark

1. Approval of the August 9, 2021 Minutes.
2. Fix the Agenda for the Meeting
3. Co-Chair Reports- Rob Smith and Todd Meister
   a. Todd announced that HelioCampus will be implemented at Ball State. Tableau licensing will stay in place for now as well.
   i. Currently, there is no timeline for Helio to start, but these types of things usually become functional about 6 to 8 months after being notified that they were the chosen company.
4. Workgroup Reports status
   a. IT Infrastructure and Warehouse Subcommittee Update- Bryan
   i. Currently trying to reintegrate information from SLATE, but it no longer comes from SLATE anymore back into the admissions capture. Currently, everyone has been able to be matched up, but only seven individuals. For the seven people, it has been discovered why they were unable to be matched up. Once this is done, it will feed directly into the Tableau report and be seamless.
5. Old Business
6. New Business
   a. Data Governance/Dictionary and Quality AdHoc Work Group- Alex
      i. Data Definition
         1. The glossary was sent for review on August 16, 2021.
            a. Tarek was added after the definitions were sent out. Alex has sent him a copy to review and Rob also sent him a copy.
         2. The definitions for the spring will be sent earlier so there is more time to look over them and make changes.
            a. Currently, the definitions only pertain to students, but in the future, there will be definitions relating to faculty as well.
b. Dr. McCarthy feels like the definitions do only strictly relate to students, so that she wouldn’t use that information.

3. **MIDAS Data Group vote to move data definitions to the steering committee - PASSED.**

4. Discussion about stand-alone certificates/degree-seeking students
   a. There will be more discussion to happen offline.
   b. Erin mentioned that she had seen a lot of certificate-seeking students listed as degree-seeking students. This is important because it affects enrollment reports.

5. **Data Literacy Training**
   a. Erin would like to discuss data literacy further and creating a culture here at the institution looking towards the student success platform.

6. Before doing the next round of data, there needs to be faculty conversation, and this will also support what Kate and Steve are doing with FLAC.
   a. Dr. McCarthy offered to look at the data for FLAC if Kate would like her to.
   b. One of the advantages of FLAC is it gives deans the whole picture through the snapshot.
   c. Kevin Smith was very helpful to Rob with looking at and monitoring the schedule, etc.

b. **Assessment**
   1. Rob ran out of time due to personal circumstances but will have more next meeting on September 20, 2021. He does have the results and revisions but just has not had time. So he will have both the narrative and assessment at the next meeting.
   2. Rob is resending the documents in case anyone missed them in their e-mail.

7. **Open Discussion**
   a. Cole, Missy, and Bryan have been extremely busy getting ready for the census. Any processes that haven’t been done should be done before Monday morning (August 30) because the capture will happen. The information gathered during the capture is the information that will be sent to ICHE and also is the same data that all the federal reporting comes from.
   b. Now that Helio will be coming to campus, there will need to be data literacy meetings, and the definitions Alex has created will help with this.
      i. There will be a position in IT that will help with the data warehouse.
      ii. Also, there are two positions in IRDS that we are hiring for.
c. Missy wanted to thank Todd and the others for helping her get data for the student verification file.

8. Announcements

9. Adjournment