

MINUTES

P-20 Longitudinal Data System Advisory Council

August 4, 2011

1:30 p.m. – Ottawa Building

Conference Room 3

Council Members Present: Jeffery Guilfoyle – General public
James Gullen – Public schools
Leena Mangrulkar – Public schools
Michelle Ribant – Public schools
Glenna Schweitzer (alternate) – Higher education
John Summerhill – Public schools
Troy Tissue – Higher education

Council Members Absent: Brian Barber – Public schools
Toni Glasscoe – Community colleges
Kristina Martin – Public schools
Timothy Nelson – Community colleges

Ex Officio Members Present: Robbie Jameson – SBO
Bob Murphy (alternate) – SBO
Joseph Martineau (alternate) – MDE
Liza Estlund Olson – MEDC
Anne Wohlfert (alternate) – Treasury
Scott Thompson – DTMB

Ex Officio Members Absent: Judy Samelson – ECIC

CEPI Representatives: Trina Anderson
Paul Bielawski
Melissa Bisson
Tom Howell
Mike McGroarty

I. Welcome – Tom Howell, director of the Center for Educational Performance and Information (CEPI)

- The meeting was called to order at 1:39 p.m. with a welcome by Tom Howell.
- Tom opened the meeting with a welcome, and quick introductions around the room.

II. Prior Meeting Minutes – Tom Howell

- The minutes from the prior meeting were read:
 - ARRA and SFSF requirements
 - Public and private funding sources
 - How data can be used, how CEPI can partner with other agencies
 - MSLDS and the phases
 - Preschool, K-12, postsecondary, e-Transcript, workforce and UIC overviews
 - The MI School Data portal purpose and the collaborative process among the partnering ISDs
 - The Memoranda of Understanding and the Privacy Policy Notice
- Tom asked for the motion to approve the minutes.
- Meeting minutes were approved by Robbie Jameson
- The approval was seconded by Jeffery Guilfoyle

III. Teacher Student Data Link (TSDL) – Trina Anderson, student data manager, CEPI

- Trina introduced the TSDL Collection in the Michigan Student Data System (MSDS). The TSDL is critical to connect teachers to students. There is some overlap with the transcripts collected in the bulk transcript upload process. The TSDL opened in early May and the deadline is end of August. About ¼ of the schools uploaded to date.
- Trina discussed some of the challenges and data quality with this new collection:
 - Summer school is a challenge because it operates a little out of normal than the regular school year.
 - Data quality issues with teacher codes and subjects taught.
 - Checks will be run in the next week to determine if a student was submitted in the TSDL collection and if this student matches with the end-of-year collection submission of this student.
 - The Council discussed the successes and progress of the TSDL collection in their schools.

IV. Student Transcript and Academic Record Repository (STARR) – Trina Anderson

- Trina discussed the updates to the Student Transcript and Academic Record Repository (STARR). First, Trina thanked the public members in attendance from the Presidents Council, State Universities in Michigan and the Michigan Community College Association for their assistance in getting Institutions of Higher Education (IHEs) to complete the upload. The status of how many IHEs completed the upload were mentioned. The STARR is critical for colleges such as Kalamazoo Valley Community College since this institution does not submit data to the National Student Clearinghouse.
- CEPI sent STARR data to the Michigan Consortium for Education Research (MCER) because MCER is completing two of three State Fiscal Stabilization Fund (SFSF) reports for the state.

- CEPI presented at the Michigan Community College Data and Evaluation (MCCDEC) conference and heard presentations on various data collection efforts, which seem to be duplicates. The MSLDS could be of help in streamlining the process.
- Trina then discussed some of the STARR data quality issues:
 - The way the data is coming in, data quality couldn't be done up front.
 - Data will be checked for valid UICs, entity codes, remedial coursework reported and for UICs not linked to K-12.
 - Poor data quality regarding UICs can be alleviated if the high schools send the UIC to the IHE using the e-Transcript. IHEs can then improve data quality by not accepting the e-Transcript in pdf format, but rather, receiving the data import directly into the IHE student management system.
 - CEPI received STARR suggestions/comments for improvements for the next upload.

V. Unique Identification Code (UIC) and e-Transcript Update – Trina Anderson

- Trina discussed the UIC matching process and the match rate results, which CEPI thought was good. The IHE UIC workgroup determined UIC resolution was not the best route to pursue at that time. The workgroup will be reconvened to discuss UIC resolution and mass linking of UICs.
- An e-Transcript update was provided on the number of high schools “live” with the service, the total number of transcripts sent and the percentage of “live” high schools actually using the service.
- Lastly, Trina mentioned the FERPA recommendations submitted by the state. If the members want to see the comments, they can be provided upon request.
 - The Council discussed the successes and progress of the Michigan e-Transcript Initiative in their schools.

VI. Michigan Statewide Longitudinal Data System (MSLDS) – Mike McGroarty, longitudinal data manager, CEPI

- Mike provided an update on the MSLDS progress:
 - Continue to design and work on development.
 - Data were loaded and tested. Testing continues.
 - We had to re-prioritize our goals to make sure we adhere to the September 30, 2011 deadline.
 - We are working with our vendor to move the process along and make sure we hit milestones and internal deadlines.
 - The vendor is getting more resources to ensure we meet our deadlines.
 - Phase II will incorporate K-12 staff and K-12 finance data.
 - The Statement of Work is ready for review to secure a vendor for Phase II of the project.
- Mike discussed the data cell suppression recommendation for reporting public aggregate data by the P-20 Advisory Council Cell Suppression workgroup.
 - CEPI already suppresses numbers less than 10 as “<10” and a percent larger than 95% and smaller than 5% as “>95%” and “<5%”, respectively.
 - An additional suggestion is that all student counts will be displayed (providing they are larger than 10), but subgroup counts will be suppressed.
 - Another suggestion is that subgroup totals will be displayed by percent only.

- The Council discussed the cell suppression options and will meet again with the cell suppression workgroup in addition to a few others to come up with a recommendation.

VII. MI School Data Portal Demo – Paul Bielawski, school data manager, CEPI

- Paul provided a demo of the MI School Data portal from a district user standpoint. This demo showed:
 - Logging in
 - Assessment (proficiency) graphs
 - Drilling down to see trend graphs
 - Adequate Yearly Progress reports
 - The data behind the reports in table format
 - Screen text to help users understand the data behind the reports
 - Navigation tabs
 - How this portal relates to the Governor’s dashboard and the Governor’s education dashboard

Melissa and Paul then solicited general feedback on the site. Responses were:

- Too K-12 focused. Where is postsecondary and prekindergarten?
- Where is the data? It takes a long time to get to it.
- Too busy
- No role specific paths
- Usability is questionable – do non-education users know how to navigate using the education terms in the portal and would they understand what the reports/graphs are telling them?

- The Council discussed the usability features of the portal.

VIII. Postsecondary Report Discussion – Tom Howell

- Tom presented the Council with a working document supplied by the MCCA MCCDEC workgroup on reports community colleges would like to see provided by the portal.
- Tom asked the council:
 - From a policy perspective, do you see any reports that would be of concern?
 - What should the priorities be in providing these reports?
 - Do the universities have a document like this for the Council to review?
- The Council discussed that they would like more time to review this document and that other IHE staff members should be given time to review this document and provide input. The Council will revisit this document at the December meeting.

IX. Closing – Tom Howell

- Tom thanked everyone for their contributions.
- The next meeting will be scheduled for the week of December 12-16, 2011.
- The meeting adjourned at 4:18 p.m.