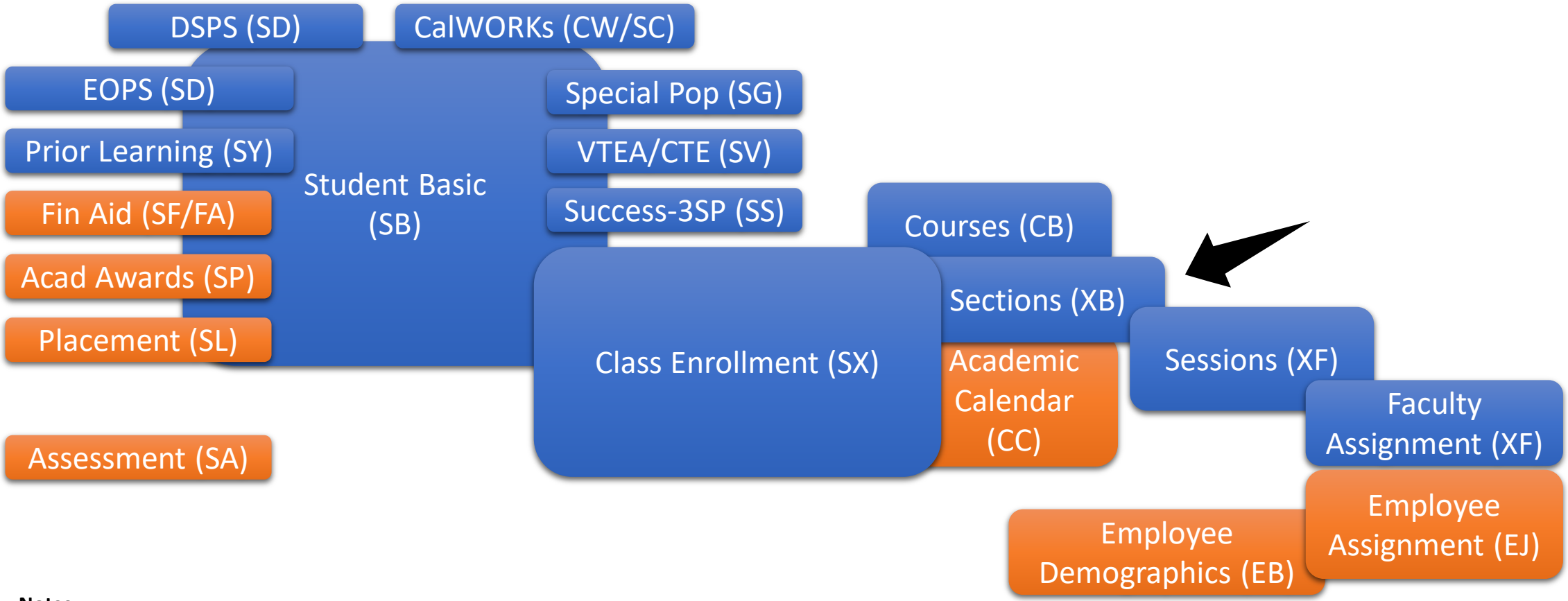
MIS XB12 Instructional Material Cost Data Validation and Reporting

Lourdes del Rio-Parent, PhD
Foothill-De Anza CCD
March 16, 2023

California Community Colleges Chancellor's Office MIS Reports



Notes
Overlap shows dependency between reports.
Blue identifies quarterly reports; orange, annual reports.

MIS XB Sections, Domain

DED#	DATA ELEMENT NAME	FORMAT	POSITION
GI90	RECORD-CODE	XB	1-2
GI01	DISTRICT-COLLEGE-IDENTIFIER	X(3)	3-5
GI03	TERM-IDENTIFIER	X(3)	6-8
GI02	FILLER	X(3)	9-11
CB01	COURSE-DEPARTMENT-NUMBER	X(12)	12-23
XB00	SECTION-IDENTIFIER	X(6)	24-29
XB01	SECTION-ACCOUNTING-METHOD	X(1)	30
XB02	SECTION-DATE-CENSUS-FIRST	9(6)	31-36
XB03	FILLER	9(6)	37-42
XB04	SECTION-CONTRACT-EDUCATION-CODE	X(1)	43
XB05	SECTION-UNITS-MAXIMUM	99V99	44-47
XB06	SECTION-UNITS-MINIMUM	99V99	48-51
XB07	FILLER	X(1)	52
XB08	SECTION-DSPS-SPECIAL-STATUS	X(1)	53
XB09	SECTION-WORK-BASED-LEARNING-ACTIVITIES	X(1)	54
XB10	SECTION-CVU/CVC-STATUS	X(1)	55
XB11	WEEKLY-STUDENT-CONTACT-HOURS	9999V99	56-61
CB00	COURSE-CONTROL-NUMBER	X(12)	62-73
XB12	INSTRUCTIONAL-MATERIAL-COST	X(1)	74
	FILLER	X(6)	75-80

The MIS XB report has one record/line for every section/CRN offered during the reporting term. We only include sections with at least one enrollment by census date.

XB12 Instructional Materials

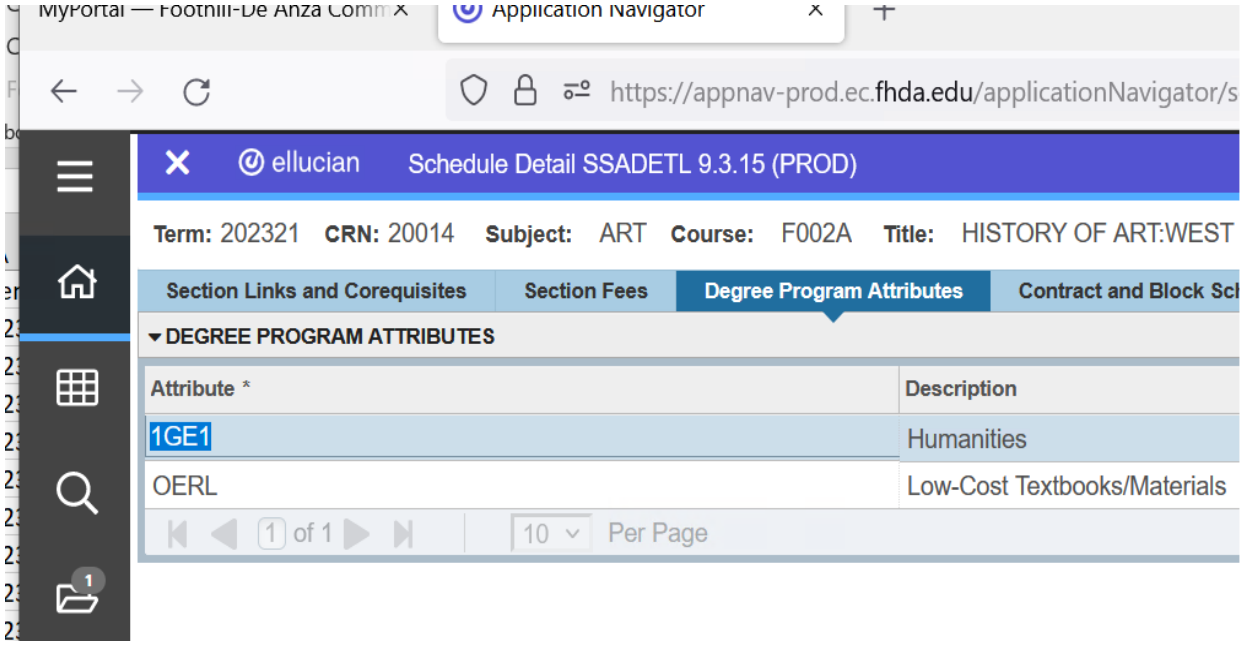
Management Information System
Data Element Dictionary

Section Data Elements

DED#	DATA ELEMENT NAME	FORMAT
XB12	**INSTRUCTIONAL-MATERIAL-COST**	**X**
This element indicates the cost of instructional material for the section.		

Coding	Meaning
A	Section has no associated instructional material
B	Section uses only no-cost digital instructional material
C	Section has instructional material costs none of which are passed on to students
D	Section has low instructional material costs (as defined locally)
Y	Section does not meet no-cost or low-cost instructional material criteria

Banner, SSADETL: Degree Program Attributes



OER codes

OER	Open Educational Resources
OERL	Low-Cost Textbooks/Materials
OERZ	Zero-Cost Textbook/Materials
OERA	No Instructional Materials
OERC	Instr Mater-no cost to student

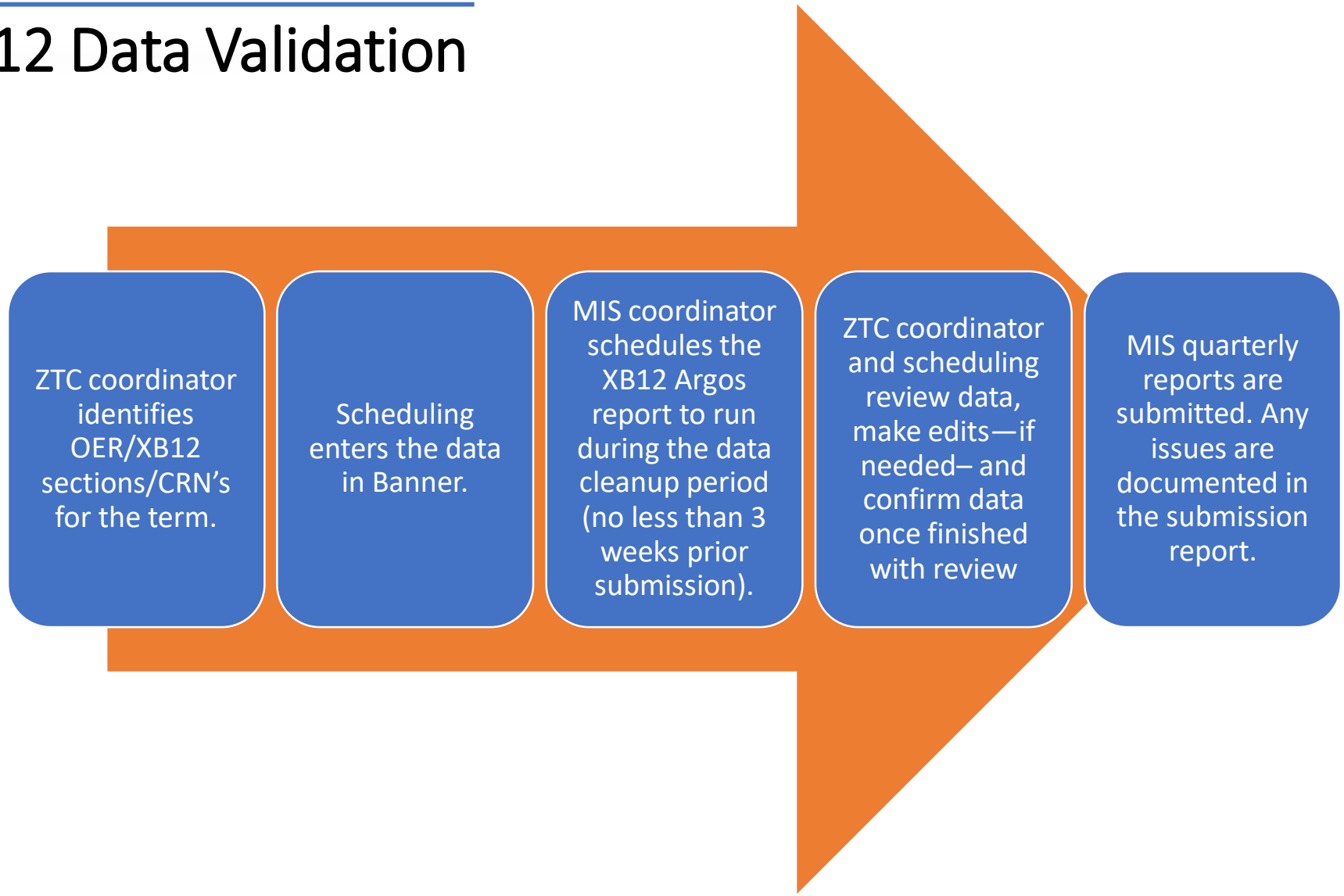
Banner OER-MIS XB12 Crosswalk

OER-MIS XB12 Code X-Walk		
STVATTR_CODE	*STVATTR_DESC*	*MIS XB12*
OER	Open Educational Resources	B- Section uses only no-cost digital instructional material (IF OERL-LOW COST IS NOT ALSO CHOSEN)
OERL	Low-Cost Textbooks/Materials	D-Section has low instructional material costs (as defined locally)
OERZ	Zero-Cost Textbook/Materials	B- Section uses only no-cost digital instructional material
OERA	No Instructional Materials	A-Section has no associated instructional material
OERC	Instr Mater-no cost to student	C-Section has instructional material costs none of which are passed on to students

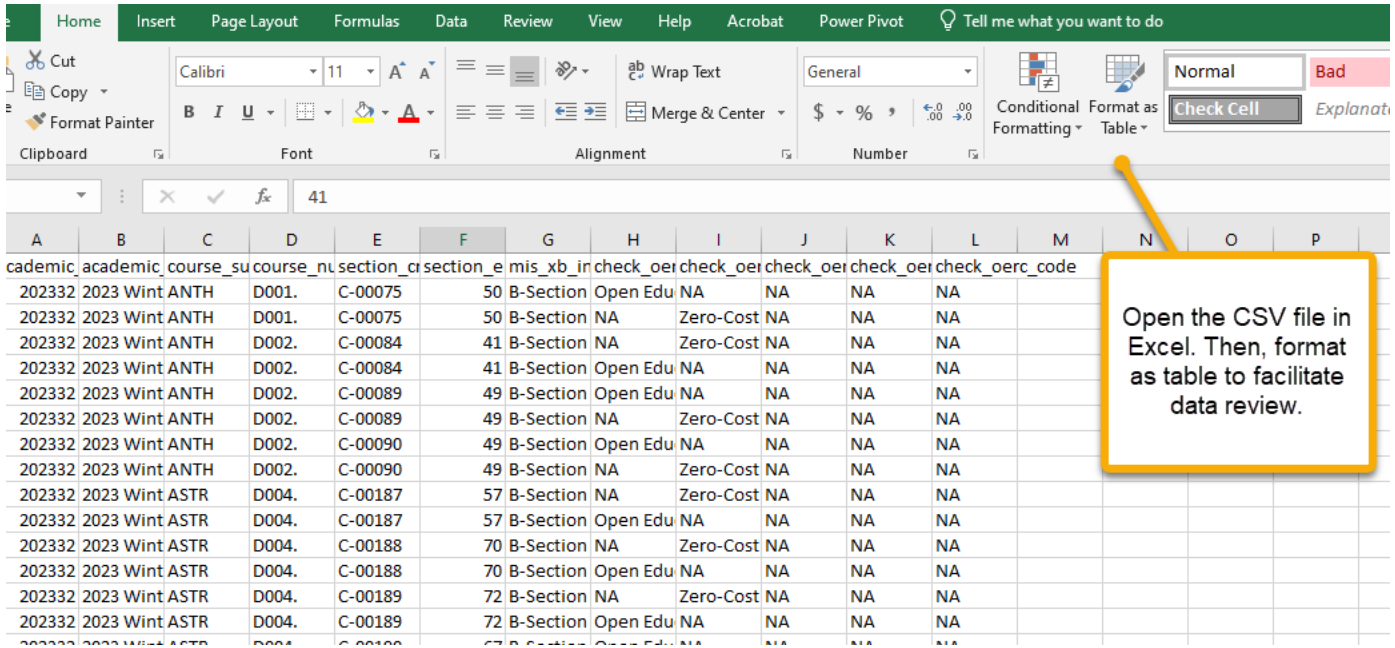
Notes	
Ranking is used when the section/CRN has more than OER code.	
Code	*Description*
OER	Open Educational Resources
OERL	Low-Cost Textbooks/Materials
OERZ	Zero-Cost Textbook/Materials
OERA	No Instructional Materials
OERC	Instr Mater-no cost to student
Ranking: the lower number takes precedence over the higher one(s).	

Default	
Y	Section does not meet no-cost or low-cost instructional material criteria

MIS XB12 Data Validation



MIS XB12 Argos Report



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
cademic_	academic_	course_su	course_nu	section_c	section_e	mis_xb_in	check_oer	check_oer	check_oer	check_oer	check_oerc_code				
202332	2023 Wint	ANTH	D001.	C-00075	50	B-Section	Open Edu	NA	NA	NA	NA				
202332	2023 Wint	ANTH	D001.	C-00075	50	B-Section	NA	Zero-Cost	NA	NA	NA				
202332	2023 Wint	ANTH	D002.	C-00084	41	B-Section	NA	Zero-Cost	NA	NA	NA				
202332	2023 Wint	ANTH	D002.	C-00084	41	B-Section	Open Edu	NA	NA	NA	NA				
202332	2023 Wint	ANTH	D002.	C-00089	49	B-Section	Open Edu	NA	NA	NA	NA				
202332	2023 Wint	ANTH	D002.	C-00089	49	B-Section	NA	Zero-Cost	NA	NA	NA				
202332	2023 Wint	ANTH	D002.	C-00090	49	B-Section	Open Edu	NA	NA	NA	NA				
202332	2023 Wint	ANTH	D002.	C-00090	49	B-Section	NA	Zero-Cost	NA	NA	NA				
202332	2023 Wint	ASTR	D004.	C-00187	57	B-Section	NA	Zero-Cost	NA	NA	NA				
202332	2023 Wint	ASTR	D004.	C-00187	57	B-Section	Open Edu	NA	NA	NA	NA				
202332	2023 Wint	ASTR	D004.	C-00188	70	B-Section	NA	Zero-Cost	NA	NA	NA				
202332	2023 Wint	ASTR	D004.	C-00188	70	B-Section	Open Edu	NA	NA	NA	NA				
202332	2023 Wint	ASTR	D004.	C-00189	72	B-Section	NA	Zero-Cost	NA	NA	NA				
202332	2023 Wint	ASTR	D004.	C-00189	72	B-Section	Open Edu	NA	NA	NA	NA				

The XB12 Argos report is a csv file sent by email during the data cleanup period. For about four weeks prior submission date, data custodians receive the report at least once a week.

MIS XB12 Argos Report (cont.)

	E	F	G	H	I	J	K	L
er	section_crn	section_enrollment	mis_xb_inst_mat_cost	check_oer_code	check_oerz_code	check_oerl_code	check_oera_code	check_oerc_code
	C-00246	27	D-Section has low instructional material costs (as defined locally)	NA	NA	Low-Cost Textbooks/Materials	NA	NA
	C-00265	45	D-Section has low instructional material costs (as defined locally)	NA	NA	Low-Cost Textbooks/Materials	NA	NA
	C-00686	12	D-Section has low instructional material costs (as defined locally)	NA	NA	Low-Cost Textbooks/Materials	NA	NA
	C-00712	16	D-Section has low instructional material costs (as defined locally)	NA		Low-Cost Textbooks/Materials	NA	NA
	C-30111	86	D-Section has low instructional material costs (as defined locally)	NA		Low-Cost Textbooks/Materials	NA	NA
	C-30218	52	D-Section has low instructional material costs (as defined locally)	NA		Low-Cost Textbooks/Materials	NA	NA
	C-30755	74	D-Section has low instructional material costs (as defined locally)	NA		Low-Cost Textbooks/Materials	NA	NA
	C-30912	35	D-Section has low instructional material costs (as defined locally)	NA		Low-Cost Textbooks/Materials	NA	NA
	C-31483	28	D-Section has low instructional material costs (as defined locally)	NA		Low-Cost Textbooks/Materials	NA	NA
	C-31580	27	D-Section has low instructional material costs (as defined locally)	NA		Low-Cost Textbooks/Materials	NA	NA
	C-31584	86	D-Section has low instructional material costs (as defined locally)	NA	NA	Low-Cost Textbooks/Materials	NA	NA
	C-31757	42	D-Section has low instructional material costs (as defined locally)	NA	NA	Low-Cost Textbooks/Materials	NA	NA
	C-31875	36	D-Section has low instructional material costs (as defined locally)	NA	NA	Low-Cost Textbooks/Materials	NA	NA
	C-32256	39	D-Section has low instructional material costs (as defined locally)	NA	NA	Low-Cost Textbooks/Materials	NA	NA

Using a "filter," check on the MIS-Banner code x-walk to review the data.

The data cleanup usually begins a month after the end of the reporting term, excluding the one for spring which begins the 2nd week of June. Data custodians are expected to review, edit, and confirm the data prior submission date. At the end of the academic year, data for the summer, fall, and winter terms are resubmitted to address any data quality issues found in previous submissions.

MIS Quarterly Submission Report

Summary reports for the data submitted, including data validity issues, are available at:
https://research.fhda.edu/mis_reports/mis_quarterly_submssion_report/