CTEIS User Group Meeting (Teams) Wednesday, May 5, 2021 9:00 – 10:00 am

Notes from Microsoft Teams Meeting

- 1. Attendance of CTEIS Representatives for each CEPD (obtained from **Chat**) see last page.
- 2. PTD Technology Update
 - CTE Early Middle College (EMC) and CTE Dual Enrolled students are no longer required to be reported early (mid-March) in CTEIS. The deadline to report these students is now <u>June 17th</u> (the same as all other CTE enrollment). <u>Prior year</u> CTE EMC and CTE Dual enrollment is now used to generate Section 61b funds for the next year (much like Section 61a1 funds).
 - All New Program Applications have now been reviewed by OCTE Program Consultants. New programs that were approved have been assigned PSNs and entered into CTEIS.
 - The UIC checker is in full swing. Newly added UICs are checked on the front end of the process, while existing UICs are continually being checked on the back end. (Note: It takes 2 to 3 days for all UICs to cycle through the UIC checker.)
 - CTEIS records were checked against MSDS on Friday night, May 7th. PTD is working with DTMB to get the checking process automated through Telecom, so that eventually these checks can occur 2-3 times a week.
 - May 14, 2021 deadline to enroll ALL students in CTEIS course-sections. Students must be enrolled in at least one course-section, with a good UIC, by this date. This early deadline is required in order to check CTEIS student data against the MSDS (Michigan Student Data System) and other State systems.
 - IMPORTANT: CTEIS transition from MEIS to MILogin. Currently, the MEIS system (Michigan Education Information System) is used to access CTEIS. By this fall, everyone will be required to access CTEIS through MILogin. Please see the notice below. (This notice will also be sent via the CTEIS listserv):
 - https://www.michigan.gov/documents/mde/Career and Technical Education Information System CTE IS Transition from Michigan Education Information System MEIS to MILogin 723907 7.pdf
 - Action Required of all CTEIS Users for MILogin Transition: The link below includes instructions
 to create a MILogin for Third Party account, and to link that account to your existing MEIS
 account.

https://www.michigan.gov/documents/mde/CreatingMILoginAccount_713955_7.pdf

Note: It is crucial that all Users of CTEIS create a "MILogin For Third Party" account before the 2020-21 school year ends! Once this transition is complete, those who have not created a MILogin account will be locked out of CTEIS, until they create a MILogin For Third Party account, and link it to their MEIS account.

- PTD is working to rebuild infrastructure; rebuild existing reports; create new reports; as well as expand reports and dash boards to accommodate Perkins V reporting requirements. To the extent possible, PTD will also include the ability to export the data into Excel.
- <u>Training webinar for Fiscal Agents and CEPD Administrators</u> a new combined training is scheduled for June 9th. This training will include the responsibilities, roles, and tasks of Fiscal Agents and CEPD Administrators.

3. Questions and Discussion

- Shelley Hills asked if the dates that the MSDS match will be run, could be posted on the CTEIS website.
 - Currently, it is difficult to predict when MSDS matches will happen until the matching system can be automated to occur at regular intervals. PTD is working with DTMB to resolve this issue.
- DyAnn asked if there is a way to distinguish between the existing approved credentials, and the supplemental credentials that were recently added to the list.
 Doug indicated that it may be possible to highlight the newly added credentials on the Excel spreadsheet (posted in CTEIS), or send out a spreadsheet (via listserv) with the newly added credentials highlighted.
- Steven asked if credentials for the 7 CIP Codes that are currently being restructured through the Career Pathway Grants committees, will be required to be reported in 2020-21 or 2021-22 credentials.
 - Yincheng indicated that the credentials for these 7 CIP Codes have been added to the <u>supplemental</u> list, so districts may report them if students earn them in 2020-21, but districts won't be required to report them until 2021-22 (which will be counted as 5S1 in 2022-23).
- For additional information concerning credentials, please see the May 10, 2021 communication from Dr. Pyles.
 https://www.michigan.gov/documents/mde/2021-006 Credential Update for Perkins V Reporting 724705 7.pdf
- Shannon indicated that the all the enrollment reports (X0503, X0506, Unduplicated Enrollment
 and Termination Report, and the Program Enrollment and Completion Report) seem to be
 unduplicated even those that (in the past) were duplicated. Doug will look into this and ensure
 that the data reflected on these reports, align with each report's definition (in terms of
 duplication).
- Kathleen asked if a student was required to have a WBL experience to be a completer. Questions regarding program requirements should be directed to the appropriate program consultant.
 Program consultant contact information can be found on the OCTE here:
 https://www.michigan.gov/documents/mde/Career_Cluster_and_CIP_Codes_by_Consultant_699744_7.pdf

<u>As Always...</u> We encourage the CTEIS User Group, as representatives for their CEPD, to share information gleaned from these conference calls with other CTEIS Users in your respective CEPDs. Forwarding the Notes and information received from the conference calls is a good way to keep everyone informed, and may help to reduce problems, concerns, and errors.

Please see the PTD Technology website below for Minutes of past conference calls and additional information. http://support.cteis.com/Resources/User-Groups

CTEIS User Group Attendance

*Note: If you participated in the May 5, 2021 Microsoft Teams meeting, and your CEPD is not checked, please email Joan Church to be added to the attendance list.

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CEPD	Last Name	First Name	Representative	9-16-2020	11-18-2020	1-20-2021	3-10-2021	5-5-2021							
01	O'Leary	Dawn		X	X	X		X							
02	Norkol	Jennifer							同	Ħ		ijĒ	Ŧİ		
03	Chartier	Sadie	Ħ		X		X			Ī		ĪĒ	Ŧİ		
04	Peterson	Danielle													
05	Miron	Jennie			\boxtimes	\boxtimes									
06	Roy	Patti	\boxtimes		\boxtimes	\boxtimes									
07	Sanderson	Hannah		\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes							
08	Jaroneski	Debbie	\boxtimes	\boxtimes		\boxtimes	\boxtimes								
09	Kania	Angie			\boxtimes		\boxtimes								
10	Tennant	Colleen			\boxtimes	\boxtimes	\boxtimes								
11	Smolarz	Lyndsay	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes								
12	Young	Jay	\boxtimes			\boxtimes	\boxtimes								
13	Hammond	Stacy													
14	Teske	Jocelyn	\boxtimes			\boxtimes									
15	Brewer	Katelynne		\boxtimes	\boxtimes										
16	VanDenBoom	Lori		\boxtimes	\boxtimes	\boxtimes									
17	O'Keefe	Lesia													
18	Deans	Kim			\boxtimes	\boxtimes	\boxtimes					<u>][</u>			
19	Nun	Jodie			\boxtimes	\boxtimes	\boxtimes								
20	Jefferies	Kris				\boxtimes][
21	Ferrier	Ashley			\boxtimes	\boxtimes									
22	Gerlach	Sharon			\boxtimes	\boxtimes	\boxtimes								
23	Wright	Becky					\boxtimes][<u>[</u>			
24	Higgins	Terri		\boxtimes		\boxtimes	\boxtimes								
25	Gordon	Shelli	\boxtimes	\boxtimes			\boxtimes	\boxtimes							
26	Navarro	Tracy	\boxtimes	\boxtimes			\boxtimes	\boxtimes							
27	Genaw	Tammy	\boxtimes	\boxtimes			\boxtimes	\boxtimes							
28	Ball	Kristen	\boxtimes												
29	Villarreal	Norma	\boxtimes	\boxtimes		\boxtimes	\boxtimes	\boxtimes							
30	Nixon	Nicole	X		\boxtimes	\boxtimes	\boxtimes	X							

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CEPD	Last Name	First Name	Representative	9-16-2020	11-18-2020	1-20-2021	3-10-2021	5-5-2021					
31	Courter	Jackie	\boxtimes	\boxtimes				\boxtimes					
32	Anderson	Holly											
33	Rehkopf	Jacquie									<u> </u>		
	Smith	Robert									<u> </u>		
35	Schomisch	Michael							Ш		<u> </u>		
36	Bowers	Katrina		\boxtimes							<u>] </u>		
37	Woods	Delinda	X	\boxtimes				\boxtimes					
38	Masters	Cindy	\boxtimes] [
39	Billes	Steven	\boxtimes	\boxtimes				\boxtimes					
40	Williams	Shannon	\boxtimes	\boxtimes									
41	Bailey	Michelle	\boxtimes	\boxtimes				\boxtimes					
42	Evers	Jason	\boxtimes	\boxtimes			\boxtimes	\boxtimes					
43	Dawson	Laurie	\boxtimes	\boxtimes			\boxtimes	\boxtimes					
44	Keck	Jeannine											
45	Brugger	Sheila	\boxtimes	\boxtimes	\boxtimes		X	\boxtimes					
46	Frank	Brenda	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes					
47	Steinberger	DyAnn	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes					
48	Holcomb	Alice	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes					
49	Hopkins	Christen	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes	\boxtimes					
50	Sallee	Samantha	\boxtimes	\boxtimes			\boxtimes	\boxtimes					
51	Waggoner	Sheila	\boxtimes	\boxtimes		\boxtimes		\boxtimes					
52	Hazelman	Margo	\boxtimes	\boxtimes									
53	Hills	Michele											
PTD	Wiesner	Doug					$\overline{\boxtimes}$						
OCTE	Church	Joan											
OCTE	Felder	Valerie											
OCTE	Kroll	Jill				$\overline{\boxtimes}$	$\overline{\boxtimes}$						
OCTE	Ye	Yincheng	\boxtimes	\boxtimes	\boxtimes			\boxtimes					