Maryland Longitudinal Data System Governing Board Meeting
Governor's Reception Room
Annapolis, MD

March 26, 2012
9:00 a.m. – 12:00 p.m.

Meeting Minutes

Board Members Present: Chancellor Brit Kirwan, Secretary Danette Howard, Secretary Alex Sanchez, Interim State Superintendent Bernie Sadusky, Dr. David Wilson, Ayana English-Brown, Nicole Marano, Jason Perkins-Cohen, Dr. Michael Martirano, and Dr. Stephen Pannill.

Staff Present: John Ratliff, Dr. Ben Passmore, Dr. Parris Jackson, Donni Turner, Pat Mikos, Chandra Haislet, Rob London, and Angela Lagdameo.

Welcome of the Governing Board and Approval of Minutes
Chancellor Kirwan called the meeting to order a 9:03 a.m.

Online Voting Protocols & Administrative Rights Discussion
Dr. Passmore opened the discussion by explaining that Board members will have the opportunity to give input on the development of the MLDS and MLDS Center online.

Dr. Martirano asked if the feedback given online reflects an official vote and would be considered a public meeting.

Dr. Passmore explained that if there are key items for vote, the Governing Board would convene through conference call or meeting. If more than a quorum of Board members is present, the meeting would be public.

Rob London explained that some projects could be reviewed by the Executive Board.

Dr. Passmore suggested that a smaller work group of key staff to the MLDS Board be able to make minor decisions should it be too difficult to be reviewed by the Executive Board.

Dr. Kirwan suggested that the interagency workgroup decide on a process that would allow development to progress. The Board agreed. Dr. Passmore noted that the MLDS Center's Executive Director will make these types of decisions in the future.

Policy Question Overview & Development Updates
Rob London and Chandra Haislet explain that overall, projects are progressing. MSDE is in the process of hiring more staff in order to get the baseline system available for September or October.

Rob London explained that a framework for the build-out of the policy questions is in draft. The Board reviewed the development briefing book.

Dr. Martirano pointed out that if you look at IPEDS data, it is measuring only 40 percent of the student population. 60 percent of the student population is not being measured. He reiterated that if a student is not a full-time and first-time student in the fall, that student is not in IPEDS.

Secretary Howard explained that MHEC is in the process of overhauling its data process. MHEC is redesigning the process to have a more representative population that ever before.

Rob London stated that the US Department of Education requires the State comply with data standards. He outlined the needs of the MLDS required by S.B. 275.

He mentioned that MSDE co-hosting has been formalized and is very cost-effective. A helpdesk will be available for users.

Rob London reported that the e-transcript project is on track. All 24 LEAs have been approached by MSDE and should be able to send transcripts by October.

As part of the e-transcript project, Don Spicer remarked that USM has talked to the USM and MICUA institutions. All USM institutions are currently receiving transcripts.

Secretary Howard remarked that all community colleges have the ability to send transcripts, but it is not certain if all have the capacity to receive them. Don Spicer expressed that there is not an agreement that all institutions are on board for sending the transcripts, though all seem on board for receiving.

Dr. Howard asked for an estimate on cost savings.

Rob London replied that from the LEA side, there are a couple million savings statewide.

Dr. Kirwan asked who questions should be directed to—especially about the Map and Gap progress, the policy question framework, the data dictionary, data development, basic appendices, MOU for DPSCS, the current MOU (technical update).

Dr. Passmore and Rob London responded that policy questions can be directed to Dr. Passmore and technical questions Rob London.

Privacy and Security Protocol
Suresh Balakrishnan explained that the privacy and security protocols will be within the statutory requirements for S.B. 275.

He emphasized that they are looking into authorized access, privacy standards, and breech notifications. There is a security consultant on board to meet these requirements and to ensure that the MLDS is in compliance with FERPA.

Dr. Passmore remarked that USM is looking at a range of best practices and guidelines and there will be an additional level of collaboration needed by MLDS interagency workgroup.

Drafts of the privacy and security protocols will be available for review and feedback through the interagency workgroup. The goal is for the privacy and security protocol to be complete by September.

John Ratliff asked that the group work with the Department of Public Safety and Correctional Services.

Suresh reported that a Security Specialist has been hired. She is a former senior executive at the IRS and a former military officer.

Rob London said that Maryland is starting to pull ahead as one of the visionaries on security policy. Other states that have had success with this are CA, NY, FL (Florida has been the leader up to this point).

Dr. Kirwan asked how students will be tracked with the current system.

Rob London responded that there is a policy proposal going to the Executive Committee next month to address this. The electronic transcript is one of the items proposed. There are not a lot of ways of moving the student identification number into the workforce, where individuals are marked by social security number.

Dr. Passmore replied that the group is looking into Department of Labor to provide directory data and information. With the redesign, the MLDS will be able to link any student who comes from k-12. There will be a small subset that needs to be reviewed: people who go from college directly into the workforce.

Before the break, Dr. Kirwan asked for a motion to approve the minutes. Secretary Sanchez made the motion and all approved the minutes.

BREAK

(Governor O'Malley arrived at 10:15 a.m.)

Map & Gap of Policy Questions and Dashboard Development
Pat Mikos provided a demonstration of dashboards that are in a test environment at MSDE. Pat Mikos explained how a user can examine trends over time as well as trends by sub-population. She also explained that national comparison will be accessible if the data are available.

Pat Mikos demonstrated a dashboard on post-high school transition 1 year after graduation. The dashboard allows a user to search by type of college, in state vs. out of state, public vs. private, length of time after graduation, and other searches. A user can also go to any school district in the State and look at the rate for each indicator. A user can search and analyze data by race, gender, etc. She emphasized that the particular dashboard leverages public information

John Ratliff inquired if the dashboard can show completion versus enrollment.

Pat Mikos responded that though that information is not yet available, it will be.

Pat Mikos demonstrated how MHEC in-state data are available through the National Student Clearing House (NSCH), though there are limitations for out-of-state data.

Governor O'Malley asked if data are available prior to 2007.

Pat Mikos responded that all data are not available further than 2007 because it is very cost and labor intensive at $0.75 per student record from NSC. We can give the information available for Maryland students through MHEC's historical data, but if using the NSC, it is expensive

Pat Mikos gave a demonstration on the STEM dashboard.

Chandra Haislet provided a demonstration of the Oracle environment and a demonstration of the tools available to support research and dashboard development around the policy questions.

Chandra Haisley demonstrated the user interface for advanced reporting capabilities, chart, graph and dashboard development. The GIS function was demonstrated through a proof of concept on how much bandwidth a district has which was developed in collaboration with Towson University.

Rob London emphasized that all dashboards for the MLDS respond to SB 275 requirements.

Governor O'Malley asked if there were hindrances in the process toward development.

Dr. Passmore responded that development has progressed for about a year, and the process has been one of the smoothest running ones yet, without too many barriers.

Rob London remarked that it would take about 12 months as a rolling timeline to develop the MLDS that responds to the 15 policy questions. These should start to become available in September. The interagency workgroup that has been working on the policy questions since 2009, which are nationally-based questions that align with the key requirements of the America Competes Act.

Governor O'Malley asked if there is a way to shorten this to less than a year, and Dr. Passmore that the answer may be dependent on resources.

Finance and Timeline Discussion
Dr. Passmore presented various options for funding the MLDS Research Center. The ideal Center would cost about $2 million/year once RTTT funds are gone.

Dr. Passmore presented a hybrid model for funding with outside partners to fund the center and create value in tiered differences. A partner would provide a set amount of funds each year ($15-20,000). This consortium model would cost about $1.3 million.

The Governor expressed that he supports the $2 million state-supported model for timeliness issues, expressing that the MLDS should be accelerated.

Governor O'Malley asked what the plans for the MLDS Center are.

Dr. Passmore responds that it will have a director who will report to the Board.

Rob London discussed possible locations that this could be located at a university, but on the other hand, there are other places to look at as some states have it out of the Governor's office or an agency.

Governor O'Malley responded by pressing that the MLDS funding does not become something that legislature could cut from MSDE's budget. They usually don't cut out of the Governor's budget.

He also suggested contacting Kristen Mahoney from the Maryland Office of Drug Crime and Prevention. He requested next to see an analyses to reduce the amount of time for this.

(Governor O'Malley departs from the meeting)

Dr. Martirano pointed out that things can change and there should be a buy-in option down the road because he was not sure if his 24 colleagues would be okay with the development.

Interim Superintendent Sadusky responded that it does not make sense for all 24 districts to have their own longitudinal data systems. The locals would be paying for their development

Dr. Martirano replied that the MLDS Board needs to have someone out in the public who is tirelessly going around the State who can approve and get things through the system.

Dr. Kirwan reminds the Board that the work for the Board will accelerate. The Board will need to make decisions about an interim director, budgeting, timeline, and location for the Center. Dr. Kirwan adjourned the meeting.

END OF MEETING (11:49AM)