

# Idaho State Board of Education Data Management Council (DMC) Meeting Minutes

9.13.2022		9:15 AM Mountain Time		ZOOM Meeting		
Meeting called by:	Cathleen McHugh, Chair					
Type of meeting:	Regular meeting					
Note taker:	Doug Armstrong					
Members and attendance status: P=present, A=absent	Grace Anderson	P	Spencer Barzee	P	Chris Campbell	A
	Tami Haft	P	Todd King	A	Heather Luchte	A
	Cathleen McHugh	P	Ayaka Nukui	P	Matthew Rauch	P
	Thomas Sharpe	P	Georgia Smith	A	Scott Thomson	P
	Postsecondary - vacant					
Other Attendees:	Doug Armstrong and Cate Collins – Office of the State Board of Education (OSBE) Ryan Gravette – Idaho Digital Learning Alliance					

Meeting Minutes			
Discussion:	The meeting minutes from July 12, 2022 were reviewed.		
Conclusions:	Motion to approve the July 12 minutes (Anderson / Barzee). Approved unanimously.		
Action Items	Person Responsible	Deadline	
Post July minutes.	Doug Armstrong	9/30/2022	

Replacement of Tami Haft			
Discussion:	Tami Haft would like to resign from the DMC. She has been a member since the creation. She will send in a resignation pending approval of her replacement. Lindsey Brown from the UI expressed interest in the open post-secondary position. It was decided to have her fill the registrar position.		
Conclusions:	Motion to approve Lindsey Brown to replace Tami Haft as the registrar on the DMC (Haft / Thomson). Approved unanimously.		
Action Items	Person Responsible	Deadline	
Forward Lindsey's cover letter and resume to the Board for approval at their October meeting.	Cathleen McHugh	9/14/2022	

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Open Post-Secondary Position on the DMC.			
Discussion:	With Lindsey filling the registrar position, the post-secondary position is still open. There was one other person that showed interest; although, he never sent in a formal request when he found out Lindsey was applying. Several members spoke highly of the candidate, but felt it was best to first verify his interest and get a formal request. There was discussion of doing a vote by email or at next month's DMC meeting.		
Conclusions:	N/A		
Action Items		Person Responsible	Deadline
Reach out to verify the interest of the other candidate.		Cathleen	10/11/2022

SHEEO / Direct Admission Data Request			
Discussion:	A further discussion was had about the SHEEO Direct Admissions Data Request. Doug discussed the data pulled from ISEE and the Direct Admissions files. He also discussed the data to be pulled from PMAP. SHEEO currently has the MOU for approval and comments. After it is returned the topic will be returned to the DMC for approval.		
Conclusions:	N/A		
Action Items		Person Responsible	Deadline
When ready, return to the committee for discussion and approval.		Cathleen McHugh	10/11/2022

Adjournment			
Discussion:	Discussion to adjourn the meeting.		
Conclusions:	Motion to adjourn (Haft / Thomson). Approved unanimously.		
Action Items		Person Responsible	Deadline
N/A			