New XB12 MIS Data Element

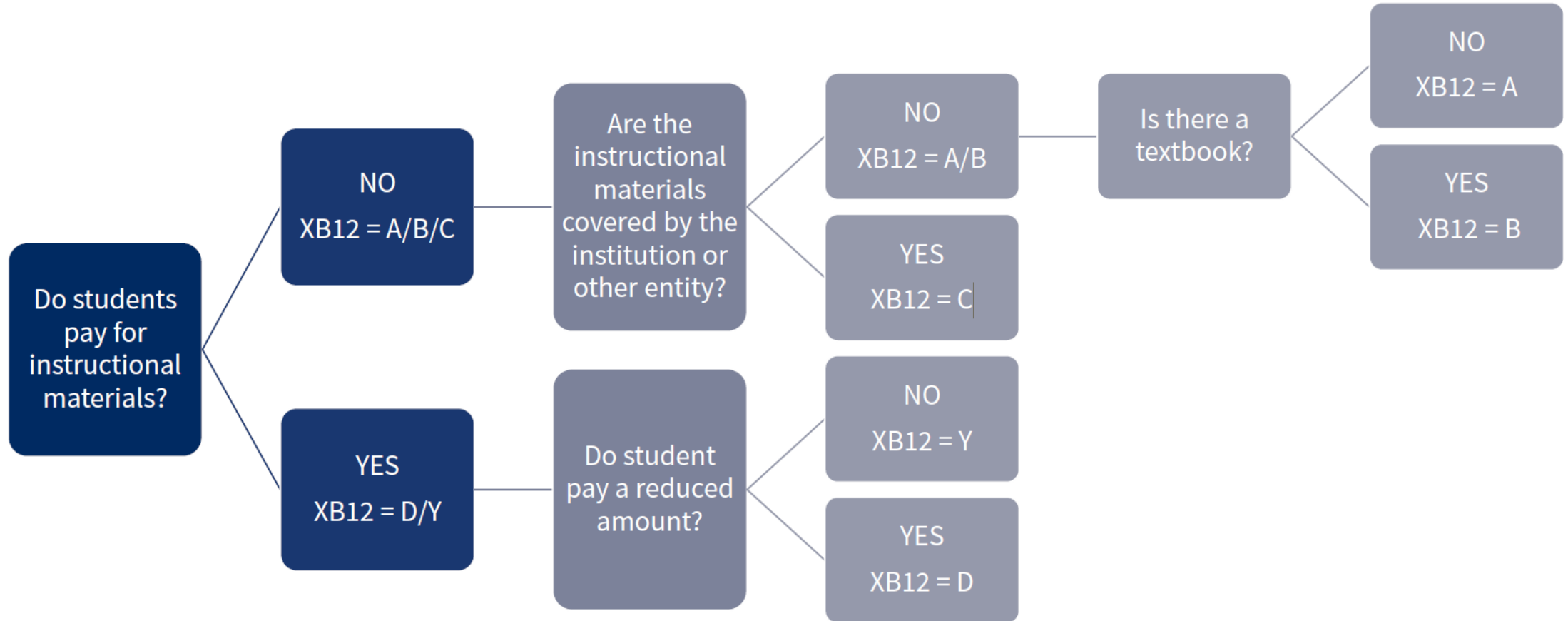State Tracking for ZTC and LTC

What is the MIS XB12 Data Element?

- The MIS is the State system used to submit required Term/Annual data to the State Chancellor's Office.

- XB12 has been added by the State Chancellor's Office to track ZTC and LTC materials for each section.

All sections must be assigned <u>one</u> of the following 5 codes:

Code	Example	Student Perspective
A No textbook	Never had a textbook	The student doesn't pay and will not have a required text
B Only no-cost Digital	Digital course content is widely available free	The student doesn't pay and can find and access their text online
C Text cost not passed on to the student	Lending libraries, classroom sets, or department provided	The student doesn't pay (the institution pays) and can access the text
D Low-textbook costs	Per district policy, inclusive access	The student pays a discounted amount or fee and can access the text
Y The textbook is not free or low cost	Has textbook costs	The student pays full price for the text

Deciding How to Respond

New Colleague Coding - Course Types

New Course Type Codes to be Built in Colleague

Coding	Meaning
ZTCA	Section has no associated instructional material
ZTCB	Section uses only no-cost digital instructional material
ZTCC	Section has instructional material costs none of which are passed on to students

To limit the amount of work for IO we are attempting to build out Colleague so that all courses that do NOT have ZTC or LTC components automatically generate a Y without needing to be coded in the section.

Course Types on Class Sections

Course Types to be assigned by schedulers			
Course Type Codes Assigned			**Qualifier**
ZTC	&	ZTCA	If section has no associated instructional material
ZTC	&	ZTCB	If section uses only no-cost digital instructional material
ZTC	&	ZTCC	If section has instructional material costs none of which are passed on to students
LTC			If section has low instructional material costs (as defined locally)

To limit the amount of work for IO we are attempting to build out Colleague so that all courses that do NOT have ZTC or LTC components automatically generate a Y without needing to be coded in the section.

Colleges must establish an XB12 business process to approve and assign coding to class sections.

Must validate ZTC and LTC materials comply with the federal Copyright Act and the Americans with Disabilities Act.

Implement new XB12 Business Process by the start of the Spring 2024 Production Schedule (May 2023)