



Michigan Postsecondary Data Inventory Michigan Community College Data Inventory Data Quality Technical Document

The purpose of this document is to provide the end user with specific business rules used in the creation of potential data quality reports that will be sent by CEPI’s data quality team during the current MCCDI collection within the MPDI application. Please refer to the [CEPI Postsecondary Applications](#) web page for information and support documents regarding these collections.

NOTE: CEPI may periodically update this document.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1801	Taxable Value Shows a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'ValuationAndMillages' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (({ValuationAndMillages}.[TaxableValue] – Prior Collection Taxable Value) / Prior Collection Taxable Value) < negative 0.05 OR > positive 0.05).	The submission is certified, and the taxable value entered in the Valuation and Millages module for the current year has greater than a 5 percent difference than the taxable value entered the prior year.	We would not expect to see a change in the taxable value of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1802	Levied Operating Millage Rate Shows a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'ValuationAndMillages' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (({ValuationAndMillages}.[LeviedOperatingMillage] – Prior Collection Levied Operating Millage) / Prior Collection Levied Operating Millage) < negative 0.05 OR > positive 0.05).	The submission is certified, and the levied operating millage rate entered in the Valuation and Millages module for the current year has greater than a 5 percent difference than the levied operating millage rate entered the prior year.	We would not expect to see a change in the levied operating millage rate of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.
MC1803	Voted Operating Millage Rate Shows a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'ValuationAndMillages' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (({ValuationAndMillages}.[VotedOperatingMillage] – Prior Collection Voted Operating Millage) / Prior Collection Voted Operating Millage) < negative 0.05 OR > positive 0.05).	The submission is certified, and the voted operating millage rate entered in the Valuation and Millages module for the current year has greater than a 5 percent difference than the voted operating millage rate entered the prior year.	We would not expect to see a change in the voted operating millage rate of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1806	Instruction Expenses Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Expenses' AND {ModuleSubmission}.IsSubmitted = 'Y' AND ((sum ({ExpensesAndBuildings}.[TotalGeneralEducationExpense], [TotalBusinessExpense], [TotalTechnicalOccupationsExpense] , [TotalHealthOccupationsExpense], [TotalDevelopmentalEdExpense], [TotalPersonalInterestExpense]) – Prior Collection Total Instruction Expenses) / Prior Collection Total Instruction Expenses < negative 0.05 OR > positive 0.05). Does not include All Other Funds or Financial Statement Eliminations.	The submission is certified, and the total instruction expenses entered in the Expenses module for the current year has greater than a 5 percent difference than the total instruction expenses entered the prior year.	We would not expect to see a change in the instruction expenses of more than 5 percent. It is critical that these data are accurate for the purposes of determining each college's state appropriations and other state and federal reporting. The information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1807	Academic Support Expenses Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Expenses' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (sum ({ExpensesAndBuildings}.[TotalInformationTechnologyExpense], [TotalPublicServiceExpense], [TotalAcademicSupportExpense]) – Prior Collection Total Academic Support Expenses) / Prior Collection Total Academic Support Expenses < negative 0.05 OR > positive 0.05). Does not include All Other Funds or Financial Statement Eliminations.	The submission is certified, and the total academic support expenses entered in the Expenses module for the current year has greater than a 5 percent difference than the total academic support expenses entered the prior year.	We would not expect to see a change in the academic support expenses of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1808	Student Services Expenses Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Expenses' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (sum ({ExpensesAndBuildings}.[TotalStudentServicesExpense], [TotalFinancialAidExpense], [TotalAthleticExpense]) – Prior Collection Total Student Services Expenses) / Prior Collection Total Student Services Expenses < negative 0.05 OR > positive 0.05). Does not include All Other Funds or Financial Statement Eliminations.	The submission is certified, and the total student services expenses entered in the Expenses module for the current year has greater than a 5 percent difference than the total student services expenses entered the prior year.	We would not expect to see a change in the student services expenses of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1809	Physical Plant Operations Expenses Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Expenses' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (sum ({ExpensesAndBuildings}.[TotalPhysicalPlantOperationsExpense], [TotalTotalUtilityCostsExpense], [TotalCampusSecurityExpense] – Prior Collection Total Physical Plant Operations Expenses) / Prior Collection Total Physical Plant Operations Expenses < negative 0.05 OR > positive 0.05). Does not include All Other Funds or Financial Statement Eliminations.	The submission is certified, and the total physical plant operations expenses entered in the Expenses module for the current year has greater than a 5 percent difference than the total physical plant operations expenses entered the prior year.	We would not expect to see a change in the physical plant operations expenses of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.
MC1810	Buildings Operated and Maintained Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Expenses' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (sum ({ExpensesAndBuildings}.[GrossSquareFeet], [GrossCubicFeet]) – Prior Collection Total Gross and Cubic Square Feet) / Prior Collection Total Gross and Cubic Square Feet < negative 0.05 OR > positive 0.05).	The submission is certified, and the buildings operated and maintained (sum of gross square feet and gross cubic feet) entered in the Expenses module for the current year has greater than a 5 percent difference than the buildings operated and maintained entered the prior year.	We would not expect to see a change in the buildings operated and maintained of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1811	Unduplicated Student Headcount Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Enrollment' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (sum ({EnrollmentsAndHeadcount}.[HeadcountInDistrict], [HeadcountOutOfDistrict]) – Prior Collection Total Unduplicated Student Headcount) / Prior Collection Total Unduplicated Student Headcount < negative 0.05 OR > positive 0.05).	The submission is certified, and the total unduplicated student headcount entered in the Enrollment module for the current year has greater than a 5 percent difference than the total unduplicated student headcount entered the prior year.	We would not expect to see a change in the unduplicated student headcount data of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1812	Duplicated Student Headcount Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Enrollment' AND {Enrollment}.[Activity] = 'DuplicatedStudents' AND {ModuleSubmission}.IsSubmitted = 'Y' AND (sum ({EnrollmentsAndHeadcount}.[TotalGeneralEducationEnrollment], [TotalBusinessEnrollment], [TotalTechnicalOccupationsEnrollment], [TotalHealthOccupationsEnrollment], [TotalDevelopmentalEdEnrollment], [TotalPersonalInterestEnrollment]) – Prior Collection Total Duplicated Student Headcount) / Prior Collection Total Duplicated Student Headcount < negative 0.05 OR > positive 0.05). Does not include # Courses Delivered or # Sections Delivered.	The submission is certified, and the total duplicated student headcount entered in the Enrollment module for the current year has greater than a 5 percent difference than the total duplicated student headcount entered the prior year.	We would not expect to see a change in the duplicated student headcount data of more than 5 percent. It is critical that these data are accurate as the information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1813	Student Contact Hours Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Enrollment' AND {ModuleSubmission}.IsSubmitted = 'Y' AND {Enrollment}.[Activity] = 'ContactHours' AND ((sum ({EnrollmentsAndHeadcount}.[TotalGeneralEducationEnrollment], [TotalBusinessEnrollment], [TotalTechnicalOccupationsEnrollment], [TotalHealthOccupationsEnrollment], [TotalDevelopmentalEdEnrollment], [TotalPersonalInterestEnrollment]) – Prior Collection Total Student Contact Hours) / Prior Collection Total Student Contact Hours < negative 0.05 OR > positive 0.05). Does not include OCC Contact Hours or CHES.	The submission is certified, and the total student contact hours entered in the Enrollment module for the current year has greater than a 5 percent difference than the total student contact hours entered the prior year.	We would not expect to see a change in the student contact hours data of more than 5 percent. It is critical that these data are accurate for the purposes of determining each college's state appropriations and other state and federal reporting. The information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1814	Student Credit Hours Show a Substantial Change from the Previous Year	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Enrollment' AND {ModuleSubmission}.IsSubmitted = 'Y' AND {Enrollment}.[Activity] = 'CreditHours' AND (sum ({EnrollmentsAndHeadcount}.[TotalGeneralEducationEnrollment], [TotalBusinessEnrollment], [TotalTechnicalOccupationsEnrollment], [TotalHealthOccupationsEnrollment], , [TotalDevelopmentalEdEnrollment], [TotalPersonalInterestEnrollment]) – Prior Collection Total Student Credit Hours) / Prior Collection Total Student Credit Hours < negative 0.05 OR > positive 0.05). Does not include FYES.	The submission is certified, and the total student credit hours entered in the Enrollment module for the current year has greater than a 5 percent difference than the total student credit hours entered the prior year.	We would not expect to see a change in the student credit hours data of more than 5 percent. It is critical that these data are accurate for the purposes of determining each college's state appropriations and other state and federal reporting. The information will be published in the MCCDI Data Book.

Report Number	Report Title	Validation Rules	What to Look for?	Why?
MC1815	Occupational Contact Hours Were Submitted for 1.5 Developmental Education & Basic Skills	{Submission}.[SubmissionCycle] = Current Collection AND {Submission}.[IsMCCDICertified] = 'Y' AND {ModuleSubmission}.[ModuleType] = 'Enrollment' AND {ModuleSubmission}.IsSubmitted = 'Y' AND {Enrollment}.[Activity] = 'ContactHours' AND {Enrollment}.OCCContactHours is not missing.	The submission is certified, and the occupational contact hours in the Developmental Education & Basic Skills Activity, Student Contact Hours Section, in the Enrollment module has a value entered.	We would not expect to see occupational contact hours submitted for 1.5 Developmental Education & Basic Skills. The information will be published in the MCCDI Data Book.