

UCC 024012S  
Response to UCC021212S

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**From:** Gaines, Anita V  
**Sent:** Monday, April 30, 2012 1:45 PM  
**To:** Levy, Peggy A; Morales, Jeanette F  
**Subject:** RE: University Coordinating Commission (UCC) Response to MAPP 12.02.01

Peggy,

Thanks for the information.

In reference to the link below, if there the opportunity for someone to correct the typo on the word "international" on the eighth line of my question, that would be great.

Thanks very much.

Anita

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**From:** Levy, Peggy A  
**Sent:** Monday, April 30, 2012 1:29 PM  
**To:** Morales, Jeanette F; Gaines, Anita V  
**Subject:** FW: University Coordinating Commission (UCC) Response to MAPP 12.02.01

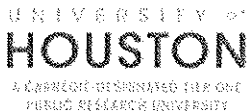
Hello, Anita –

Your question (and Libby Barlow's response) are posted on the Policies and Procedures web site at the following location: <http://www.uh.edu/af/universyservices/policies/review/mapp/executive122.htm>. Since MAPP 12.02.01 is the last MAPP in this review cycle, you will need to scroll down to the bottom of the page.

Libby Barlow has provided her response to your question below; your office is not required to identify a data coordinator.

Thank you for your participation in the MAPP review process -- Peggy

Peggy Levy  
UH Policies and Procedures Coordinator  
UH Energy Research Park, Bldg 2, Room 217  
Mail Code 5011  
713-743-6885  
[palevy@central.uh.edu](mailto:palevy@central.uh.edu)



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**From:** Barlow, Libby  
**Sent:** Saturday, April 28, 2012 12:40 PM  
**To:** Levy, Peggy A  
**Cc:** 'echarlson@uh.edu' ([echarlson@uh.edu](mailto:echarlson@uh.edu)) ([echarlson@uh.edu](mailto:echarlson@uh.edu))  
**Subject:** RE: University Coordinating Commission (UCC) Response to MAPP 12.02.01

Peggy:

There are many offices at UH with reporting requirements that are legally or otherwise appropriately answered by the office directly. Institutional Research is generally responsible for the reporting of accurate data for the university. In many cases this means we do the reporting ourselves, and in other cases it means we are expected to review data, identify issues, and generally provide support to other offices generating and submitting data that is accurate and that ties to other official data of the university.

The International Student and Scholar Services Office is not a college, so is not expected to identify a data coordinator.

Libby

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*Dr. Libby Barlow  
Assistant Vice President, Academic Affairs  
University of Houston  
204 Ezekiel Cullen Bldg.,  
Houston, TX 77204-2035  
713.743.9565*

**From:** Levy, Peggy A  
**Sent:** Friday, April 27, 2012 7:38 AM  
**To:** Barlow, Libby  
**Subject:** FW: University Coordinating Commission (UCC) Response to MAPP 12.02.01

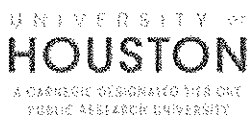
Hello, Libby –

This is the first question I have received on MAPP 12.02.01. I do not know if Anita's question will change any of the content that you have in MAPP 12.02.01, but I'm sending along the document, just in case.

If you only need to answer Anita's question (with no modification to MAPP 12.02.01), that would be acceptable. I will post Anita's question (and your answer) on the Policies and Procedures web site. Please either modify the MAPP or give an answer to Anita's question by Close of Business May 11, 2012 (Friday), and send along to me.

Thank you for your assistance -- Peggy

Peggy Levy  
UH Policies and Procedures Coordinator  
UH Energy Research Park, Bldg 2, Room 217  
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713-743-6885  
[palevy@central.uh.edu](mailto:palevy@central.uh.edu)



**From:** Gaines, Anita V [<mailto:isso1@Central.UH.EDU>]  
**Sent:** Thursday, April 26, 2012 4:57 PM  
**To:** [palevy@uh.edu](mailto:palevy@uh.edu); [ucc@uh.edu](mailto:ucc@uh.edu)  
**Cc:** [jmorales@uh.edu](mailto:jmorales@uh.edu)  
**Subject:** FW: University Coordinating Commission (UCC): ISSSO Response Needed for UCC Agenda Items

Hello,

Concerning (UCC 0212 12S), Data Coordination, Verification and Submission to the Office of Institutional Research, I want to clarify that by federal law, our office submits daily reports by batch and by RTI to the Student and Exchange Visitor Information System (SEVIS) of the U.S. Department of Homeland Security and U.S. Department of State. We also provide reports concerning international student and scholar data to entities such as the Institute of International Education. We obtain our student data from IR.

Also, at the top of page 2, it states "Each college will designate an IR data coordinator and notify IR of their designation." Is this strictly referring to colleges, or is this also required for departments such as mine?

Anita Gaines  
Director  
International Student and Scholar Services Office  
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University of Houston  
Telephone: 713-743-5071  
E-mail: [againes@uh.edu](mailto:againes@uh.edu)  
Website: <http://issso.uh.edu>

**From:** Morales, Jeanette F  
**Sent:** Wednesday, March 21, 2012 9:58 AM  
**To:** Gaines, Anita V  
**Subject:** University Coordinating Commission (UCC): ISSSO Response Needed for UCC Agenda Items

Dear Anita:

The purpose of the University Coordinating Commission (UCC) is to facilitate discussion throughout the University Community on proposals that have been formulated but not yet approved. The UCC will try to ensure that proposed policies and procedures will be available to those university groups for whom they may be relevant, as quickly as possible.

The UCC has received the proposals numbered UCC 0209 12S, UCC 0210 12S, UCC 0212 12S, and UCC 0216 12S. The UCC has decided that these proposals may be relevant to your group. Please review the enclosed web link(s) where the document(s) are housed and, if relevant, relay your comments and suggestions to the group/originator making the proposal (University Policies & Procedures, Peggy Levy, [palevy@uh.edu](mailto:palevy@uh.edu)) and the UCC ([ucc@uh.edu](mailto:ucc@uh.edu) or Jeanette Morales, [jmorales@uh.edu](mailto:jmorales@uh.edu)) no later than **4/27/2012**.

[http://www.uh.edu/ucc/documents/f11\\_sm12/UCC\\_0209\\_12S.pdf](http://www.uh.edu/ucc/documents/f11_sm12/UCC_0209_12S.pdf) (UCC 0209 12S)

[http://www.uh.edu/ucc/documents/f11\\_sm12/UCC\\_0210\\_12S.pdf](http://www.uh.edu/ucc/documents/f11_sm12/UCC_0210_12S.pdf) (UCC 0210 12S)

[http://www.uh.edu/ucc/documents/f11\\_sm12/UCC\\_0212\\_12S.pdf](http://www.uh.edu/ucc/documents/f11_sm12/UCC_0212_12S.pdf) (UCC 0212 12S)

[http://www.uh.edu/ucc/documents/f11\\_sm12/UCC\\_0216\\_12S.pdf](http://www.uh.edu/ucc/documents/f11_sm12/UCC_0216_12S.pdf) (UCC 0216 12S)

Sincerely,

Steven Wallace, Chair

University Coordinating Commission

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<http://www.uh.edu/ucc/>