



STATE  
UNIVERSITY  
SYSTEM  
*of* FLORIDA  
Board of Governors

## **2011 Higher Education Summit/SUS Data Workshop**

**Thursday, June 16, 2011**

**Session: IRM Data Workshop**

**Facilitator: Gene Kovacs**

**As of June 28, 2011**



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8:00 Welcome: Gene Kovacs

8:30 Keynote: Chancellor Frank Brogan

Reports from Breakout Sessions from Session Facilitators:

- Introduction to SUS Data Reporting: Terricka Washington, Sarah Graham
- FAMU is requesting a new detail report on the EMPLOYEE file data that is similar to a report on the SCD submission
- Birds of a Feather – Peoplesoft: Ronica Mathis
- Birds of a Feather – Banner: Ali Penton
- Birds of a Feather – Annual Report: Elaine Lavender - Universities would like more sharing of code by the Board office.
- Budget Directors/Workshop: Kristie Harris
  - Beginning with the estimated year portion of the August 2011 Operating Budget submission, a few of the universities will begin using recently adopted “Board Approved Fees” in their Local Funds reporting.
    - Coding instructions will be sent to the affected Data Administrators in the near future.
- Facilities and Space: Kenneth Ogletree
  - The size of site number will not be increased
  - The size of the building NAME column on the BUILDINGS table will be increased to 50 characters.
  - SPAR1 will be split into multiple reports
- Residency: Janice Finney
  - Data from DMV – Dave System
    - There will be a webinar on this at a later date.
  - One residency form between FCS and SUS
- Campus Sharing/ Admissions and Registrars/ Admissions Deep Dive: Lynda Page
  - Transient students implementation timing
  - Equity access SUS and FCS
  - Excess hours – codifying exemptions
    - 2<sup>nd</sup> cohort, criteria, equity
  - Admissions Tour
- Institutional Research: Dan Cohen-Vogel
  - Consolidation of the grade codes
  - The reporting of AP, IB, etc. exam codes need to be revisited
  - Continuing Education – Market Rate
    - Auxiliary budget entity
  - Course budget entity-the auxiliary budget entity code needs to be valid
- Academic Contacts: Jon Rogers
- Strategic Plan, Annual Report & Workplans: Jason Jones, Dan Cohen-Vogel
  - Faculty Plans Distance Learning Enrollment
  - DPT and pass notes
  - Space Utilization report
  - Retention Rate - exclusions
- Council of Equal Opportunity and Diversity: Monoka Venters
- Data Administrators: Gene Kovacs
  - Reporting the University ID (UID) instead of the SSN
    - Has been discussed with the CIOs

- Sometimes the UID is re-issued for various reasons but it doesn't happen often
- The UID would be displayed in reports
- Students and teaching assistants
  - Do they have the same UID?
    - At FIU, about 99% have the same. Mostly international students make up the 1% that doesn't
  - A discussion with the registrars, HR, and admissions is needed
  - One dump of SSN/UID matches
  - Estimated implementation date of next year
- Additional DA meetings (webinar, face-to-face, etc.)
  - Prior to legislative session
  - Workshop
  - Mid-year
- New SUDS Role
  - Use the RESEARCHER role with no explain status
- Retention -Reporting completers for FTIC's not seeking a bachelors degree
  - Run the 2004 cohort using student classification level of A or B (Completers of 2 or less than 4 programs)
- Data cleansing in the reporting instance
  - Webinar later to re-evaluate existing edits that can be tightened
- Retention IPEDS exclusions
  - In SUSRI, leave the exclusions in but don't identify the type of exclusions
  - It's not required for the universities to send additional cohort changes for exclusions but the universities can send them if they choose to.
- There will be no more SUDS extensions
- Proposed Changes to FERPA Regulations
  - An agreement will need to be drafted to all the universities to allow full access to all SUSRI data
- The Board Governors will be doing a system upgrade
  - Physical Infrastructure
  - Data Cleansing ETL tool
  - Reporting Data Marts

IPEDS - 2011-2012 Due Dates

Description:

Topic ID: 10-10

Initiator: IPEDS

Affects: N/A

<https://surveys.nces.ed.gov/ipeds/>

2011-12	Registration	Fall 6 weeks	Winter <b>9 weeks</b>	Spring 18 weeks
Collection Opens	August 3	September 7	December 7	December 7
Collection Closes for Keyholders		October 19	<b>February 8</b>	April 11
Collection Closes for Coordinators		November 2	<b>February 22</b>	April 25
Components included	Registration; Institution ID; IC-Header	Institutional Characteristics; Completions; 12-month Enrollment	Human Resources; <b>Student Financial Aid</b>	Fall Enrollment; Graduation Rates; 200% Graduation Rates; Finance

IPEDS - 2011-2012 Summary of Changes

Description:

Topic ID: 10-15

Initiator: IPEDS

Affects: Multiple

<https://surveys.nces.ed.gov/ipeds/>

<b>2011-12 Changes to IPEDS Data Collection</b>	
<b>Change</b>	<b>Source</b>
<b>Institutional Characteristics (all institutions)</b>	
Add an item to collect information on whether institutions are completely online.	Distance Education TRP
Add an item to collect the institution’s URL for the Net Price Calculator, to be posted to College Navigator.  Note: Institutions must post a Net Price Calculator on their website by 10/29/2011, as required by the HEOA.	Legislation (HEOA)
Revise IPEDS definition of distance education, to align with that specified in HEOA, which specifically distinguishes distance education from correspondence education.  Current IPEDS definition: An option for earning course credit at off-campus locations via cable television, internet, satellite classes, videotapes, correspondence courses, or other means.  Proposed IPEDS definition: Education that uses one or more technologies to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor synchronously or asynchronously.  Note: This definition will apply across IPEDS components wherever distance education is referenced.	Distance Education TRP
Clarify IPEDS instructions to specify that requirements for coming to campus for orientation, testing, or academic support services do not exclude a course from being classified as distance education. Technologies used for instruction may include the following: Internet; one-way and two-way transmissions through open broadcasts, closed circuit, cable, microwave, broadband lines, fiber optics, satellite or wireless communication devices; audio conferencing; and video cassette, DVDs, and CD-ROMs, if the cassette, DVDs, and CD-ROMs are used in a course in conjunction with the technologies listed above.  Note: These clarifications will apply across IPEDS components wherever data on distance education are collected.	Distance Education TRP



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<b>2011-12 Changes to IPEDS Data Collection</b>	
<b>Change</b>	<b>Source</b>
<b>Institutional Characteristics (program reporters)</b>	
Add items to collect prorated academic year price for largest program (in addition to the currently collected program price).  Note: Institutions already must calculate this number for purposes of awarding Pell grants.	Net Price/SFA TRP and Legislation (HEOA)
<b>Completions (all institutions)</b>	
Clarify instructions to specify that only credit awards are to be reported. Note: Credit awards may be measured in credit, contact, or clock hours.	Completions TRP
<b>12-month Enrollment (all institutions)</b>	
Eliminate the choice of reporting periods, so that all institutions report for the July 1-June 30 period.	Net Price/SFA TRP
<b>Human Resources (degree-granting institutions with 15+ FT staff)</b>	
Eliminate the nine salary class interval screens from the Fall Staff section of the component. This includes all of Part H and all but the last screen in Part I (the headcount of full-time non-IRPS staff by primary function, race/ethnicity and gender, which is not captured anywhere else in the component).	Human Resources TRP
Eliminate the two fringe benefits screens (Part F) from the Salaries section.	Human Resources TRP
<b>Graduation Rates and 200% Graduation Rates (all institutions)</b>	
Return a past IPEDS data collection item to capture the number of students who are still enrolled at the time of the graduate rate calculations, to get a better idea of how many students are still on a path toward a degree or certificate program (rather than have dropped out).	NPEC Graduation Rates Working Group
<b>Student Financial Aid (all institutions)</b>	
Move SFA from the Spring collection to the Winter collection to improve calculation of the Net Price data displayed on College Navigator, per HEOA. Average institutional net prices are calculated on SFA, using data submitted on SFA and IC. Currently, no revisions to IC pricing data can be accepted during most of the time when SFA is open. NCES would like to be able to accept IC pricing data revisions once institutions see the net price calculations on the SFA worksheets; this will be possible if SFA is a Winter survey.  Extend Winter collection by two weeks. In November 2007, the IPEDS TRP suggested that SFA be collected in a "late winter" collection that would run from approximately 11/15 through 2/1 for keyholders. Extending the Winter collection by two weeks would come close to the end date suggested by the TRP.	NCES initiated and Collection Calendar TRP (Nov 2007)
Add an additional column to Part E to collect the number of students in Group 4 (see Figure 1 for a description of the SFA groups) receiving any Title IV grant aid, by income categories.	Net Price/SFA TRP
Clarify SFA instructions so that institutions are directed to report "aid awarded," rather than "aid received" or "aid awarded and accepted," as the instructions currently read.	Net Price/SFA TRP

2011-12 Changes to IPEDS Data Collection	
Change	Source
<b>Student Financial Aid (program reporters)</b>	
Change the 12-month full aid year reporting period and cohort definition period to July 1–June 30. This is the 12-month period that the institutionally-defined academic year must fall within.	Net Price/SFA TRP and Legislation (HEOA)
Collect data for Groups 1 and 2 (see Figure 1 below) for an academic year, as defined by the institution, rather than a 12-month period.	Net Price/SFA TRP and Legislation (HEOA)
Modify Group 3 and 4 sections to collect data for an academic year, for ONLY students in the institution’s largest program. The institution will determine its own definition of academic year, so long as it falls within the 12-month reporting period. Please note that since HEOA requires three years’ worth of data on net price, if an institution’s largest program changes, the institution will need to report three years’ worth of data for the new largest program.	Net Price/SFA TRP and Legislation (HEOA)

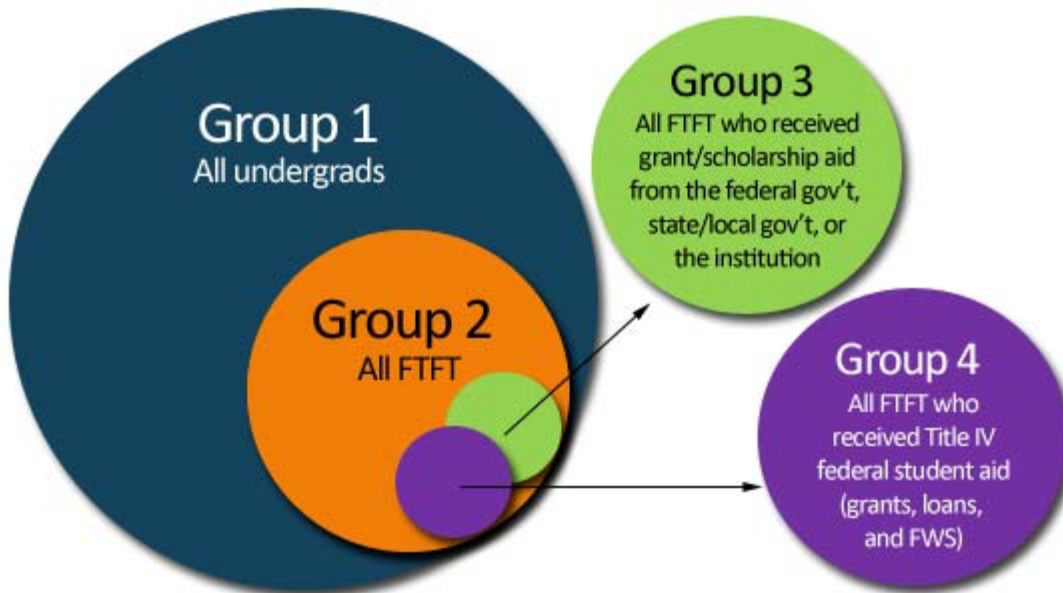
Figure 1. SFA Student Reporting Groups

Group 1. All undergraduate students

Group 2. Of the students in Group 1, those who are full-time, first-time degree/certificate-seeking students

Group 3. Of the students in Group 2, those who received grant or scholarship aid from the federal government, state/local government, or the institution

Group 4. Of the students in Group 2, those who received Title IV federal student aid



## IPEDS - 2012-2013 Brief Summary of Proposed Changes

### Description:

Topic ID: 10-18  
Initiator: IPEDS  
Affects: Multiple

These are schedule to be posted to the IPEDS site when the 2011-2012 collection opens in order to allow for as much discussion as possible. Here are the highlights of the proposed changes.

### **Institutional Characteristics**

An item will be added to collect whether distance education opportunities are offered and at what student level (undergraduate or graduate)

### **Completions**

Items will be added to collect the number of students who earned degrees or certificates by gender, race/ethnicity, and age for 6 award categories (i.e., bachelors, masters, etc.).

An item will also be added for institutions to indicate, by CIP code and award level, if the program is available to be completed completely online.

### **12-month Enrollment (4-year institutions)**

The doctor's professional practice instructional activity, which is now included with the graduate activity, will be eliminated from this survey and an item to collect full-time equivalent enrollment for doctor's-professional practice students will be added.

### **Fall Enrollment (all institutions)**

A new part will be added to collect data on the number of students enrolled in any distance education and the number of students enrolled exclusively in distance education by student level and student location. Paige asked if Distance Learning is identified as Out-of-State, etc. Terricka will follow up.

### **Human Resources (all degree-granting institutions)**

The primary function/occupational activity categories will be revised. The graduate assistant column will be removed from the part-time section and a new screen in the EAP section (Part B) for graduate assistants will be added.

An additional column will be added to the Salaries section (Part E) after the salary outlays column to collect the number of months covered by those salary outlays and the contract length differentiation will be removed from the survey screens. Also, added to this section will be a screen to collect salary outlays for full-time staff in 6 different categories.

### **Human Resources (degree-granting institutions with 15+ FT staff)**

The reporting of non-instructional research and public service full-time staff will be removed from Part G and added to Part I of the Fall Staff section. Non-tenure track contract faculty categories will be added to the Fall Staff section of Part G and a screening question will be added to determine if the institution has a tenure system.

IPEDS - Graduation Rate Survey Completions

Description: Completers of less than 4-year programs

Topic ID: 10-20

Initiator: Board-IRM

Affects: RET

We have a number of institutions whose degree level sought at time of admission is not a baccalaureate for FTICs (Student Type B=beginners and E=early admit). According to IPEDS all first-time full-time undergraduates seeking a degree are considered part of the FTIC cohort tracked in the Graduation Rate Survey regardless of what level of degree is being sought. This has been our policy. However, when I asked specifically about an entering FTIC seeking a Master's degree, IPEDS indicated that 'students who complete the undergraduate portion within 150% of normal time should be counted in the other degree/certificate seeking subcohort (Section III) as completers of a "2- but less than 4-year program". You would not track their progress any further towards a Master's degree since this is at the Graduate level and thus is not a part of the Graduation Rates survey.'

We have been including these students but tracking them all the way through the 6th (or 8th) year and counting them as completers of a bachelor's degree if they earn the higher level degree. If they do not earn the higher level degree within 150% (or 200%) then they are not completers. For PharmD students, if the student was still seeking a PharmD at in the 6th year, we were removing them from the cohort completely. This practice seems to be incorrect according to IPEDS.

So the questions are: 1) do we change our methodology; 2) if we change our methodology how do we know whether or not the student has completed the "undergraduate portion" of their program? Is the following statement true? For purposes of the GRS Survey, a student is a completer of a 2 to less than 4-year program in the current term if:

- Type of Student at Date of Most Recent Admission equals B or E and
- Highest Degree Level Held is less than a bachelors and
- Degree Level Sought <> 'B'
- Student Classification Level is A or B

Here is a count of the 2004-2005 IPEDS FTIC full-time cohort that would probably have been reported as completers of a 2 to less than 4-yr program.

REPT_INST	COHORT_YEAR	COUNT
FAMU	20042005	152
FAU	20042005	7
FGCU	20042005	14
FIU	20042005	2
FSU	20042005	11
UCF	20042005	2
UF	20042005	168
USF	20042005	48
UWF	20042005	1

IPEDS - Graduation Rate Survey - Students in more than one cohort

Description: Early Admit readmitted as Beginner

Topic ID: 10-30

Initiator: UCF

Affects: SIF, RET

If a student enters an institution as an Early Admit and then is readmitted as a Beginner in a subsequent cohort year, we have been reporting that student as an FTIC in both years. The triggering event for this happening is the change in Type of Student at Most Recent Admission from 'E' to 'B' and of the Date of Most Recent Admission equal to the Reporting Time Frame. The number of students is small but we should resolve this issue one way or another.

REPT_INST	COHORT_YEAR	COHORT_TYP	COHORT_YEAR	COHORT_TYP	COUNT(*)
FAU	20022003	E	20032004	B	1
FGCU	20002001	E	20012002	B	2
FGCU	20012002	E	20022003	B	1
FGCU	20032004	E	20042005	B	1
FGCU	20052006	E	20062007	B	1
FGCU	20052006	E	20072008	B	1
FGCU	20072008	E	20092010	B	1
UCF	19921993	E	19931994	B	3
UCF	19931994	E	19941995	B	1
UCF	19941995	E	19951996	B	3
UCF	19951996	E	19961997	B	1
UCF	19961997	E	19971998	B	3
UCF	19961997	E	19981999	B	1
UCF	19971998	E	19981999	B	2
UCF	19981999	E	19992000	B	6
UCF	19992000	E	20002001	B	3
UCF	19992000	E	20022003	B	1
UCF	20002001	E	20012002	B	4
UCF	20002001	E	20022003	B	1
UCF	20012002	E	20022003	B	5
UCF	20022003	E	20032004	B	8
UCF	20032004	E	20042005	B	7
UCF	20042005	E	20052006	B	5
UCF	20052006	E	20062007	B	5
UCF	20072008	E	20082009	B	1
UNF	19981999	E	19961997	B	1

**NEEDS FOLLOW-UP:**

Paige is working with UCF's admissions office to alleviate this issue

## IPEDS - Fall Enrollment Survey

Description: Exclusions for study abroad

Topic ID: 10-100

Initiator: FSU

Affects: SIF, SPA

The IPEDS Fall Enrollment Survey (generated from Fall SIFP) excludes "Any student studying abroad (e.g., at a foreign university) if their enrollment at the 'home' institution is only an administrative record and the fee is nominal". The current IPEDS fall enrollment program has been excluding campus codes 0005 and 0006 for all institutions. For FSU campus code 0098 and campus/site 0036/0015 are being programmatically excluded.

Based on some of the site descriptions sent in the latest Space submission, there are other combinations of campus code and site number that should be included. Hard coding these in the program is problematic.

On SIFP, Campus/Site rows are not sent and crs\_sectn\_loc\_cnty on the Courses\_Taken table is programmatically set to dot on load. Can we add crs\_sectn\_loc\_cnty to the SITE table to identify the campus/site combinations that would qualify a student for this exclusion? We would then require a consistency edit (level 5, level 8, level 9) on the campus/site/crs\_sectn\_loc\_cnty submitted with SIF on the Courses\_Taken table. Is this something that can be implemented with the Space submission due July 2011 or do we need to wait until July 2012?

The following is a list of campus/site numbers that were coded in at least one courses\_taken row in Fall 2010 SIF Final submission with crs\_sectn\_loc\_cnty = 'NUSA'

### **FINAL DISPOSITION:**

If a student has all courses coded as NUSA then they will be considered as Study Abroad and removed from fall enrollment.

County code will be added to the Sites table for the 2011 SPA submission that is due in July.

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<b>Univ</b>	<b>Campus</b>	<b>Site</b>	<b>Count of Crs_ Taken</b>	<b>Name</b>	<b>Street_Addr</b>	<b>City_Loc</b>	<b>ZIP</b>
FAU	0075	9999	52	STUDY ABROAD	STUDY ABROAD	NUSA	00000
FIU	0020	9999	24,438	[OFF CAMPUS]	[OFF CAMPUS]	[OFF CAMPUS]	00000
FSU	0005	0035	152	FLORENCE CENTER	BORGO SS. APOSTOLI	FLORENCE	000000000
FSU	0006	0036	303	LONDON CENTER	GREAT RUSSELL STREET	LONDON	000000000
FSU	0036	0015	234	OVERSEAS PROG.	CENT/S AM. & EUROPE	(INTERNATIONAL)	000000000
FSU	0036	0016	42	CLASSES IN/OUT	CLASSES OFF-	(FL. CITIES)	000000000

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					CAMPUS		
FSU	0098	0030	1,044	REP.OF PANAMA	LA BOCA, BALBOA- ANCO	PANAMA CITY	000000000
UF	0001	7006	13	BEIJING, CHINA	.	BEIJING	00000
UF	0001	7007	67	PARIS, FRANCE	.	PARIS	00000
UF	0001	7013	48	DUBLIN, IRELAND	.	DUBLIN	00000
UF	0001	7017	8	DEHRADUN, INDIA	.	DEHRADUN	00000
UF	0001	7018	3	LEIDEN, NETHERL	.	LEIDEN	00000
UF	0001	7030	12	TOKYO, JAPAN	.	TOKYO	00000
UF	0001	7031	4	LONDON, ENGLAND	.	LONDON	00000
UF	0001	7032	15	MADRID, SPAIN	.	MADRID	00000
UF	0001	7064	105	BUDAPEST, HUNGA	.	BUDAPEST	00000
UF	0001	7067	14	SHANGHAI, CHINA	.	SHANGHAI	00000
UF	0001	7072	15	RIO DE JANEIRO,	.	RIO DE JANEIRO	00000
UF	0001	7080	3	RAMAT GAN, ISRA	.	RAMAT GAN	00000
UF	0001	7301	100	VICENZA, ITALY	.	VICENZA	00000
UF	0001	7303	16	ROME, ITALY	.	ROME	00000
UNF	0020	0001	16	DIST LEARNING	N/A	N/A	000000000
USF	0001	0001	69	TAMPA	4202 EAST FOWLER AVE	TAMPA	33620



SREB - SREB Survey Benefits (Part 11)

Description: New Routine Data Request

Topic ID: 20-10

Initiator: Board-IRM

Affects: N/A

We complete the Southern Regional Education Board (SREB) Data Exchange Survey every year. Every year, we send out an e-mail to the Data Administrators requesting an update to Part 11 which is descriptive information regarding benefits. We would like to make this a formal data request next year. We usually receive the data request in late February and the information is due back to SREB the first week of April. Approved

**2011 Higher Education Summit/SUS Data Workshop – IRM**

**June 16, 2011, 8:00 - 3:00**

General - Due Dates

Description: Due Dates for 2011-2012 Standard Files

Topic ID: 50-1

Initiator: Board-IRM

Affects: N/A

	*Not Submitted by NCF	**NCF only	Changes	Term Option	
ABBREV	TITLE	TERM	REPT TIME FRAME	DUE DATE	STATUS
SPA	Physical Facilities Space File	Annual 2011	201100	Jul-08-11 Fri	REQUIRED
LAP *	Limited Access Programs File	Annual 2010	20102011	Jul-13-11 Wed	REQUIRED
TEI*	Teacher Education Information	Summer 2010	201005	Aug-10-11 Wed	OPTIONAL
OB	Operating Budget File	Annual 2011	20112012	Aug-17-11 Wed	REQUIRED
SCD	Salary Category Detail File	OB 2011	201108	Aug-17-11 Wed	REQUIRED
ADM*	Admissions File	Summer 2011	201105	Sep-08-11 Thu	REQUIRED
TEI *	Teacher Education Information	Fall 2010	201008	Sep-09-11 Fri	OPTIONAL
SIF *	Student Instruction File	Summer 2011	201105	Sep-16-11 Fri	REQUIRED
ADM	Admissions File	Fall 2011	201108	Sep-28-11 Wed	REQUIRED
IRD	Instruction & Research File	Annual 2010	20102011	Oct-04-11 Tue	REQUIRED
SFA	Student Financial Aid File	Annual 2010	20102011	Oct-05-11 Wed	REQUIRED
CPC *	College Prep Completions	Summer 2011	201105	Oct-05-11 Wed	REQUIRED
SIFP	Student Instruction File Preliminary	Fall 2011	201108	Oct-10-2011 Mon	REQUIRED
SIFD *	Degrees Awarded	Summer 2011	201105	Oct-07-11 Fri	REQUIRED
TEI *	Teacher Education Information	Spring 2011	201101	Oct-10-11 Mon	OPTIONAL
HTD *	Hours to Degree File	Annual 2010	20102011	Oct-14-11 Fri	REQUIRED
LAP *	Limited Access Programs File	Summer 2011	201105	Oct-14-11 Fri	OPTIONAL
EA	Expenditure Analysis File	Annual 2010	20102011	Oct-18-11 Tue	REQUIRED
HTD *	Hours to Degree File	Summer 2011	201105	Nov-04-11 Fri	OPTIONAL
TEI *	Teacher Education Information	Summer 2011	201105	Nov-09-11 Wed	OPTIONAL
TEI *	Teacher Education Information	Annual 2010	20102011	Nov-09-11 Wed	REQUIRED
EMPL	University Employee/OPS File	Fall 2011	201110	Nov-14-11 Mon	REQUIRED
IRD*	Instruction & Research File	Summer 2011	201105	Dec-02-11 Fri	OPTIONAL
SCD	Salary Category Detail File	MidYr 2012	201201	Jan-13-12 Fri	REQUIRED
SIF *	Student Instruction File	Fall 2011	201108	Jan-19-12 Thu	REQUIRED
CPC *	College Prep Completions	Fall 2011	201108	Jan-20-12 Fri	REQUIRED
SIF**	Student Instruction File	Fall 2011	201108	Jan-26-12 Thu	REQUIRED
LAP *	Limited Access Programs File	Fall 2011	201108	Feb-03-12 Fri	OPTIONAL
ADM *	Admissions File	Spring 2012	201201	Feb-08-12 Wed	REQUIRED
SIFD *	Degrees Awarded	Fall 2011	201108	Feb-10-2011 Fri	REQUIRED
HTD *	Hours to Degree File	Fall 2011	201108	Mar-08-11 Tue	OPTIONAL
ADM **	Admissions File	Spring 2012	201201	Feb-22-12 Wed	REQUIRED
SIFP *	Student Instruction File Preliminary	Spring 2012	201201	Feb-22-12 Wed	REQUIRED
SIFP **	Student Instruction File Preliminary	Spring 2012	201201	Mar-08-12 Thu	REQUIRED
TEI *	Teacher Education Information	Fall 2011	201108	Mar-08-12 Thu	OPTIONAL
IRD	Instruction & Research File	Fall 2011	201108	Mar-19-12 Mon	OPTIONAL
RET	Retention File	Annual 2010	20102011	Apr-13-12 Fri	OPTIONAL
EMPL	University Employee/OPS File	Spring 2012	201203	Apr-13-12 Fri	REQUIRED
SIF *	Student Instruction File	Spring 2012	201201	Jun-04-12 Mon	REQUIRED
CPC *	College Prep Completions	Spring 2012	201201	Jun-07-12 Thu	REQUIRED
SIF **	Student Instruction File	Spring 2012	201201	Jun-18-12 Mon	REQUIRED
LAP *	Limited Access Programs File	Spring 2012	201201	Jun-21-12 Thu	OPTIONAL
SIFD *	Degrees Awarded	Spring 2012	201201	Jun-25-12 Mon	REQUIRED
SCD	Salary Category Detail File	EOY 2012	201206	Jun-25-12 Mon	REQUIRED
SIFD **	Degrees Awarded	Spring 2012	201201	Jul 06 11 Fri	REQUIRED
HTD *	Hours to Degree File	Spring 2012	201201	Jul-22-11 Fri	OPTIONAL
IRD	Instruction & Research File	Spring 2012	201201	Aug-03-12 Fri	OPTIONAL

General - Requests for due date extensions

Description: Beginning 9/2010, requesting SUDS extensions became more difficult.

Topic ID: 50-5

Initiator: Board-IRM

Affects: N/A

State reporting moved from the mainframe in Summer 2008. Getting an extension on submission due dates had been fairly easy to get since the process was so new to everyone. Now that the system is a bit more mature we have returned to the previous policy of granting extensions only under extreme circumstances.

**FINAL DISPOSITION:**

There will be No extensions!

## General - Person\_IDs

Description: University ID instead of SSN

Topic ID: 50-7

Initiator: Board-IRM

Affects: All submissions that include Person\_Demo table

The current PERSON\_ID field contains SSN when available. The same Person\_ID is required on all tables. Beginning with the July 2012 submissions and pending additional discussion with data administrators and university CIOs, we would add University\_ID to the PERSON\_DEMO table and all child tables should contain University\_ID instead of Person\_ID. What should the characteristics of this new field be? Is VARCHAR2(9) sufficient?

### **NEEDS FOLLOW-UP:**

This may possibly eliminate person\_id\_chgs but we will need a way for the universities to submit university id changes.

Needs further discussion and planning for possible implementation 2012-2013

## General - SSN Randomization

Description: SSN Randomization beginning 6/25/2011

Topic ID: 50-10

Initiator: Board-IRM

Affects: All submissions that include Person\_Demo table

Effective 6/25/2011: SSN randomization will affect the SSN assignment process in the following ways:

1-It will eliminate the geographical significance of the first three digits of the SSN, currently referred to as the area number, by no longer allocating the area numbers for assignment to individuals in specific states.

2-It will eliminate the significance of the highest group number and, as a result, the High Group List will be frozen in time and can be used for validation of SSNs issued prior to the randomization implementation date.

3-Previously unassigned area numbers will be introduced for assignment excluding area numbers 000, 666 and 900-

<http://www.socialsecurity.gov/employer/randomization.html>

As a result the edit for a valid SSN (1005-Person\_ID must contain a valid SSN if PID\_Valid\_SSN is Y) will begin to trigger on more and more students. Is there any reason to continue this edit? Is there anything we can do to edit this field for validity?

### **FINAL DISPOSITION:**

Remove ssn edit.

General - U\_RESV fields

Description: Show value of U\_RESV fields on SUDS

Topic ID: 50-15

Initiator: FAMU

Affects: All submissions

We have been suppressing values contained in the U\_RESV fields because there were instances where the field contained Person\_ID. Last year we instituted editing all U\_RESV fields for numbers that match the person\_id in sequence regardless of characters inserted between the numbers. We have found that this is no longer happening. Therefore, beginning with July 2011 submissions, we will begin displaying these columns in the interface.

**FINAL DISPOSITION:**

Yes, we will begin showing u\_resv fields in SUDS in the edit detail summary, no need for u\_resv in SUSRI.

General - Multiple dots in input columns

Description: At load time, trimming/converting multiple dots to a single dot

Topic ID: 50-20

Initiator: Board-IRM

Affects: All submissions

Though this situation does not occur very often, it does happen. We will convert any field that contains a string of dots to a single dot.

**FINAL DISPOSITION:**

Approved

## General - Site Number

Description: Increase Site number (10062) from 4 to 5 characters

Topic ID: 50-30

Initiator: FAU

Affects: SIF, SPA

### Justification from FAU:

In order to more clearly identify the site numbers we are using to identify off campus course locations, we are planning for 2010-2011 to begin reporting site number as a combination of off campus code + site number. We currently have 70+ off-campus site numbers, and we estimate that by 2011-2012 it is highly likely that we would require an additional character for this data element.

If increasing the number of characters is a problem, then could a change from numeric to alphanumeric be considered?

There are plenty of available numerical characters left in both site and campus code fields. We are very interested in this as a discussion topic, as we need to find a way to accommodate what FAU is doing without compromising the ability to roll everything up system-wide. How are other universities handling similar issues (if anyone has a similar issue).

We will probably need to make changes of some sort to include county, zip, etc in one or both of those tables next year. It will be something we discuss over the course of the next year to give universities time to implement before the next space file is due. This is to accommodate both legislation (SB 1516) and the Education Site Regulation.

## **FINAL DISPOSITION:**

No increase to Site number.

Facilities meeting discussed the need for an increase in the size of building name (10011) to varchar(50) to be implemented for 2011 SPA submission due in July.



## General - Continuing Education Regulation

Description: New reporting requirements to be determined

Topic ID: 50-35

Initiator: Board-ASA

Affects: Multiple Submissions

New reporting requirements in the proposed Continuing Ed regulation will be on the agenda for the June Board meeting. The new requirements will go into effect July, 2012, but data elements will need to be determined during the upcoming year in order for the reporting to begin in 2012. The requirements will be of interest to different groups, because they cover a lot of areas (revenues, expenditures, FTE, degrees earned, out-of-state locations, etc.). The regulation will be posted at <http://www.flbog.org/about/regulations/proposed.php> in the near future.

**FYI**

General - Senate Bill 0084

Description: Relating to Linkage Institutes

Topic ID: 50-50

Initiator: Legislature

Affects: No real impact

This bill (which has not passed as of 6/1) modifies the names of some of the Florida College System institutions

00149000 - Gulf Coast ~~State Community~~ College

00151300 - Pensacola ~~State Junior~~ College

00152300 - St. Johns River ~~State Community~~ College

00675000 - Valencia ~~Community~~ College

**FINAL DISPOSITION:**

Correct wording in data dictionary.

## General - SUDS Security

Description: New Role for Read Only

Topic ID: 50-100

Initiator: USF

Affects: User Interface

VALIDATOR role gives authorization to add explanations and comments. Would read only include seeing the error summary and the record details underlying the error messages? Should we just use the existing RESEARCHER role for this.

### **FINAL DISPOSITION:**

RESEARCHER role will be modified to allow read-only access to any file that the DA selects that the user may have access to. If the DA does not specify any files the user will not be able to see anything. This role is the same as the VALIDATOR without the EXPLAIN capability.

## Admissions - Definition of Provisional Admits

Description: Provisionally Admitted needs to be defined.

Topic ID: 100-10

Initiator: Board-ASA

Affects: ADM

This is a discussion for the A&R session with results coming back to the Thursday full attendee session if anything needs to be changed or clarified in the data dictionary.

### **Some Background info from FAU:**

I think that perhaps the confusion with the FAU data on provisional admits is that we did not submit any exception records coded with 'N' for provisionally admitted students who are non-exceptions to Admissions Policy 6C, Florida Administrative Code (FAC).

Their status was coded as provisional based on the BOG definition for Final Admission Action: 'P' - applicants whose current credentials indicate admissibility subject to the receipt of some final documents and who are offered admission subject to the receipt and review of these credentials shall be coded as provisional admits.

In other words, they were provisionally admitted because at that point we did not have the final transcript.

### **Some more background from FSU:**

We only use the Provisionally Admitted code at the Graduate level. Typically it is used because a graduate program wants additional/updated information that is not available at the time of the admission decision or they may wish the student to perform at a certain level in coursework taken at the University before granting full admission. In our process, Provisional Admits are allowed to enroll for one term and at the end of the term, their provisions are checked and if successful, they are admitted for the next term as regular graduate students.

### **NEEDS FOLLOW-UP:**

Did not have time to discuss in A&R. Needs more discussion before we can clarify it in the data dictionary.

## Admissions - Student Type

Description: Edit against Last Institution Code as is already being done in SIF

Topic ID: 100-25

Initiator: Board-IRM

Affects: ADM

In the SIF submission student type at most recent admission is edited against LAST\_INST\_code. Because of this edit some institutions were able to identify students that should have been reported as type J (Transfer from Florida College System). But these same students had already been reported in the admissions file as type B (Beginners). Since ADM file is submitted before SIF file and no edit is in ADM to check consistency between student type and LAST\_INST\_code, we either struggle to pass the SIF edit or struggle to maintain consistency between SIF and ADM. To make it easier, can we add the same edits to the ADM file. Specific edits relative to type of student versus last institution code in SIF are:

- 0130 - If the student is a Florida community college transfer (STU\_RECENT\_ADM\_TYP = J), the last institution code cannot equal 01000000 (No previous institution of higher learning) **Add to ADM**
- 0131 - The last institution code must be a Florida Public Community College if the STU\_RECENT\_ADM\_TYP = J **Add to ADM**. Should this be a level 9? **No, because dual enrollment kids will have a CC as last\_inst but they are not a J**
- 0753 - CC TRANSFER STUDENT (Stu\_Typ = 'J') AND LAST INST CODE NOT A FLA PUBLIC CC. Stu\_Typ for ADM; Stu\_Recent\_Adm\_Typ for SIF. **Already on ADM**
- 0755 - If Last Inst Code is a FLA Public CC and Student Classification Level is Lower/Upper Undergrad (stu\_class\_level L or U) and Deg\_Highest\_Held H,U,A,C,Z,N or O, then Stu\_Recent\_Adm\_Typ must equal J **Add to ADM**

## FINAL DISPOSITION:

Above on Bold

Admissions - Final Admission Action

Description: Should Final Admission Action = 'X' be added to Edit 5340

Topic ID: 100-30

Initiator: Board-ASA

Affects: ADM

Edit 5340: For provisionally admitted (Final Admission Action=P) beginning students (Type of Student at Time of Application=B,E), all 3 minimum admission requirements (AS, FL, HS) must be reported as either Y or N

Code P = Provisionally Admitted, not an Exception to Policy or not admitted on the basis of a profile assessment

Code X = Provisionally Admitted, is an Exception to Policy or was admitted on the basis of a profile assessment

**FINAL DISPOSITION:**

Edit to remain the same

## Admissions - Admission Exceptions

Description: Edits 5324 and 5326

Topic ID: 100-36

Initiator: Board-IRM

Affects: ADM

5326 produces an error when the SAT/ACT requirement is not met and there is no exception record.  
5324 produces an error when the FTIC requirements (FL,HS,AS) are met and an exception record exists.  
When universities enter an exception to handle 5326, it causes 5324 to error.

5324 (on EXCEPTION\_TYP) - For beginning students (type = B,E), if all minimum admissions requirements (AS, FL, HS) are met then the student cannot be reported as a profile admit

5326 (on FINAL\_ADM\_ACTION) - If Final\_Adm\_Action A and Stu\_type B,E and Fee\_class\_res F, T or N and GPA\_high\_school >= 2 or GPA\_high\_school < 3 and Stu\_Class\_level = L and GPA/Admission Test scores < acceptable ADMISSION SCALE then exception\_typ F must exist

Under what circumstances is this a problem?

### **FINAL DISPOSITION:**

No changes

Admissions - GRE Revised Test

Description: New code needed

Topic ID: 100-40

Initiator: Board-ASA

Affects: ADM

Currently the Verbal Reasoning and Quantitative Reasoning sections have a score scale of 200 – 800, reported in 10-point increments.

However, scores will look much different on the new score scale for the Verbal Reasoning and Quantitative Reasoning sections of the GRE revised General Test. The Analytical Writing section score scale will remain the same.

What you need to know about the new score scale:

- Verbal Reasoning scores will be reported on a new 130 – 170 score scale, in 1-point increments (versus 200 – 800 in 10-point increments).

- Quantitative Reasoning scores will be reported on a new 130 – 170 score scale, in 1-point increments (versus 200 – 800 in 10-point increments).

- Analytical Writing scores will continue to be reported on the same 0 – 6 score level, in half-point increments.

[http://www.ets.org/gre/revised\\_general/scores](http://www.ets.org/gre/revised_general/scores)

New Code for Test or Requirement Type Code - 02008

GR = GRE Revised with appropriate ranges for Test Score Types V, Q and WR

TEST REQ CD	TEST_REQ_DESCRIPTION	TEST SCORE TYP	SCORE MIN	SCORE MAX
GR	Revised Graduate Record Exam Verbal Score	V	130	170
GR	Revised Graduate Record Exam Quantitative Score	Q	130	170
GR	Revised Graduate Record Exam Writing Score	WR	0	6

**FINAL DISPOSITION:**

Just an FYI that this is changing. New codes will be added to data element



## Admissions - ACT Test

Description: Beginning Summer 2012, ACT score calculation will change.

Topic ID: 100-41

Initiator: Board-ASA

Affects: ADM

E-mail between Lynda and Elsa

- [Elsa] The way we currently calculate the composite ACT for reporting with the university submissions of ADM is fine the way it is and does not need to change until Summer 2012. [Lynda] Right – except we still may want the ability to have a composite since this is used nationally in data (so we still may want to collect the Science score).
- [Elsa] For the SAT and ACT Factbooks, you are going to get with Dan and Jianzhong to see if there needs to be a change from including only the Reading and Math or if a different combination is now needed [Lynda] Right.
- [Elsa] The Writing subscore is currently not required but will be required starting Summer 2012. The types of reporting we do with that still needs to be discussed [Lynda] Technically it is required by regulation but universities did not penalize ACT students for not presenting the writing score. In my opinion, we won't need it to be a required data element until summer 2012 due to this fact.
- [Elsa] For 2011 submissions (summer, fall, spring) no change in requirements to what the universities must report but perhaps a new informative report (or edit) that counts the number of times the Writing score is not submitted? [Lynda] This is a good idea.
- [Elsa] We require the universities to send us either ACT or SAT, not both. But we also tell them to send us the scores they used for admissions purposes. If they are allowed to mix and match between ACT and SAT then we have a disconnect and we need to rethink our instructions. [Lynda] According to the matrix, the mix within the same test. I think we are okay.

## Admissions - SAT/ACT

Description: Calculation of SAT and ACT scores with respect to Edit 5326

Topic ID: 100-42

Initiator: Board-ASA

Affects: ADM

This is to be discussed in detail in the A&R session with results coming back to the IRM session.

Edit 5326 that calculates the ACT and SAT scores needs to be modified since according to regulation 6.002 it is currently incorrect.

See Regulation at [http://www.flbog.edu/documents\\_regulations/regulations/6.002 Admission of Undergraduate FTIC Freshmen %28mv edits%29.pdf](http://www.flbog.edu/documents_regulations/regulations/6.002%20Admission%20of%20Undergraduate%20Freshmen%20mv%20edits%29.pdf)

See new ACT calculation for combined scores here:  
<http://www.act.org/aap/writing/sample/combined.html>

### **FINAL DISPOSITION:**

BOG will continue to calculate the composite score for ACT and we can start returning the composite back to the universities so that they can check it.

## Admissions - Student Classification Level

Description: Graduate student coding

Topic ID: 100-45

Initiator: Board-ASA

Affects: ADM

To be discussed in detail at the Institutional Research Session with results being brought back to the Thursday IRM Session:

1. Coding of graduate student level (beginning and advanced) in Admissions
  - a. In answering questions related to graduate program approval and program approval regulations recently, we found that some institutions/programs are not distinguishing between beginning/advanced graduate when they have both master's and doctoral programs, and also in some cases institutions are not populating this field at all. It has led to questions about what information about graduate program level is useful in admissions data analysis.
  - b. How, if at all, do institutions use this beginning/advanced graduate distinction on the Admissions file.
  - c. We believe it would be more useful to have the degree level of the program to which the student applies, but not this beginning/advanced distinction. What would be the implications of changing to degree level rather than this student level coding?
  - d. If there's value to keeping these as they are, then what kind of clean-up/edits need to be in place for these to be meaningful and consistent among universities?

### **NEEDS FOLLOW-UP:**

Need to discuss further but possibly remove the stu\_class and add deg\_level\_sought for 2012

Employee/OPS - Person Years

Description: Why do we have an edit that says an individual cannot be reported such that their person\_years are greater than 1

Topic ID: 110-10

Initiator: NCF

Affects: EMPL

The reason we edit the total FTE is that when we send the records to LAS/PBS and the Governor's office will not accept any record with an FTE greater than "1", they say that a person cannot work more than full time.

**NEEDS FOLLOW-UP:**

Several universities only report the Full-time appointment and report the overload as an OPS in payplan 01 with no FTE associated with it. Over universities do not report the overload at all. May need to clarify what we expect the universities to submit.

## Hours to Degree - Report Title

Description: Titling problem on HTD reports with duplicate CIP names

Topic ID: 120-10

Initiator: Board-IRM

Affects: HTD

The HTD report, Annual Student Excess Hours Degree Report, has duplicate lines for the same CIP, whether two-digit or six-digit. This occurs when one CIP has two different names. For example, 05 is both Area & Ethnic Studies and Area, Ethnic, Cultural, Gender, and Group Studies. With two different names, two lines show up on the report that are duplicates. The duplicate rows will be corrected.

### **FINAL DISPOSITION:**

Fix Report

Instruction and Research - Race Codes

Description: Required if not Non-SUS compensated

Topic ID: 130-20

Initiator: Board-IRM

Affects: IRD

New edit. NO\_RACE\_REPORTED\_FLG must NOT = 'Y' when PAY\_PLAN is not '98' or '99'

**FINAL DISPOSITION:**

Approved, update edit.

Instruction and Research - Birthdate

Description: Required if not Non-SUS compensated

Topic ID: 130-20

Initiator: Board-IRM

Affects: IRD

Add Pay Plan 98 to diagnostic 5314.

5314: Missing date of birth and pay plan not equal '99'

**FINAL DISPOSITION:**

Approved, update edit.

Instruction and Research - College Subcomponent Required

Description: Required for Medical

Topic ID: 130-30

Initiator: Board-IRM

Affects: IRD

New edit: College subcomponent (01507) must not be missing or '00' if budget entity is coded medical. This new edit applies to BE\_CD\_EMPL and BE\_CD\_ACT.

**FINAL DISPOSITION:**

Approved

USF has a new pharmacy dept on their Lakeland campus – Will college subcomponent be required for them? YES, they need to get with Budget dept. We may need to add new values for this element.



Instruction and Research - College Subcomponent Valid Values

Description: Housekeeping

Topic ID: 130-31

Initiator: Board-IRM

Affects: IRD

Remove code 11 (Life Sciences Teaching Center: FSU only) from valid values list for College Subcomponent (01507).

Modify edit 0880 (College between 12 and 20 is invalid) to disallow codes 09 and 11.

**FINAL DISPOSITION:**

Update element description and coding instructions relative to codes 09 and 11. Approved, update edit.

Financial Aid - Enrollment Data

Description: Why do we need to create an enrollment record for students that were not actually enrolled

Topic ID: 140-10  
 Initiator: Board-IR  
 Affects: SFA

In the SFA legacy system we had four fields that were pulled from the SIF enrollments data: Fee\_Class\_Res (01106), Stu\_Entry\_Typ (01068), Stu\_Class\_Level (01060) and CIP\_Student (01062).

In the first release of SUDS SFA, 2007-2008 data year, we had universities submit these data on the Financial\_Aid\_Demo table exactly as it had been in legacy. However, since these fields can change from term to term, it was really not accurate for reporting purposes.

For the 2008-2009 data year we decided that we could get more accurate data by joining to the SIF enrollment record for each term the student received an award. If there was no SIF enrollment record we required that an enrollment record be sent with the SFA submission to prevent having missing data.

We now believe that the extra work required to submit, edit and resolve inconsistencies far out weighs the problem of missing data. We, therefore, propose the elimination of the enrollments table from the SFA submission. The 4 fields mentioned above will show as missing in term-based reports if there is no matching SIF enrollment record. In year-based reports the non-missing data from the most recent term within the year will be reported and if there is not a match within the year then the data will show as missing.

Here is a count of financial\_aid\_award records for which we had no matching SIF enrollment record for the past 2 years.

UNIV	Award Rows 2008-09 and 2009-10	No Matching SIF Enrollment	Percent
FAMU	134204	334	0.25%
FAU	143435	530	0.37%
FGCU	53861	161	0.30%
FIU	240471	780	0.32%
FSU	317261	1020	0.32%
NCF	8845	50	0.57%
UCF	356258	264	0.07%
UF	451922	2032	0.45%
UNF	102066	534	0.52%
USF	364206	1105	0.30%
UWF	63835	44	0.07%
<b>Totals</b>	<b>2236364</b>	<b>6854</b>	<b>0.31%</b>

**FINAL DISPOSITION:**

Remove Enrollment from SFA submission

Financial Aid - Missing Financial Aid Demo Rows - Edit

Description: Are universities sending ISIR data for students not receiving an award

Topic ID: 140-20

Initiator: Board-IRM

Affects: SFA

To ensure that universities have not inadvertently excluded ISIR information for students that did not receive an award we will create a new Level 9 edit that counts the number of FINANCIAL\_AID\_DEMO records with no matching FINANCIAL\_AID\_AWARD record(s). An explanation will be required if the count is zero.

**FINAL DISPOSITION:**

Approved, add new edit

Financial Aid - Missing Financial Aid Demo Rows - Frequency

Description: New frequency count for number of students with no award

Topic ID: 140-30

Initiator: Board-IRM

Affects: SFA

Add this frequency count in order to help determine that the university is sending all ISIR data.

**FINAL DISPOSITION:**

Approved

Financial Aid - Maximum Pell Amount

Description: Update maximum pell awards for 2007-2008 forward

Topic ID: 140-50

Initiator: Board-IRM

Affects: SFA

Update maximum pell awards for 2007-2008 forward.

2007-2008 = \$4,310

2008-2009 = \$4,731

2009-2010 = \$5,350

2010-2011 = \$5,550

2011-2012 = \$5,550

**FINAL DISPOSITION:**

Try to make this a table look-up (data dictionary) rather than hard-coded

## Teacher Education Information – Data, Edits and Reports

Description: Status Update

Topic ID: 145-10

Initiator: Board-IRM

Affects: TEI

We have been working hard to populate the TEI tables from legacy and to get the edits and reports out to you for review. Last week we released the software in Beta. Additional discussion regarding next steps will be provided.

### **NEEDS FOLLOW-UP:**

Internships are not a problem to report. Course completion is the main problem, depending on the definition and it's not easily available for everyone.

## Student Instruction File - Person IDs

Description: Edit 5337 needs tweaking

Topic ID: 150-125

Initiator: UCF

Affects: SIF

Edit 5337: Student was reported on SIFP but not reported on SIF

Many of these records are the result of SSN changes. Some changes are on the file that has been uploaded with the SIF, others are those the system has already identified so they are not allowed to be uploaded again. Of the records that the edit identifies, only a few students are truly in this situation yet all must be researched.

Is there a way to improve the edit so we no longer have to research the students who have SSN changes already reported or found in the system? That would really help with the investigation.

Perhaps this is another error that can be considered a level 8, or have a tolerance level.

### **FINAL DISPOSITION:**

Edit 5337 will be corrected to check for SSN changes.

## Student Instruction File – Profile Admit

Description: Edit 5338 creates much duplicative work

Topic ID: 150-130

Initiator: UCF

Affects: SIF

Edit 5338: Student reported as a Profile Admit on SIF but was not a Profile Admit on the Admissions submission identified in the Date of Most Recent Admission

Many of these are a readmit who have a profile admit code on the initial entry term admission record. It appears to be looking at the term of readmission. Others have been confirmed in past terms, but are asked to be re-confirmed each term the student is enrolled. Is there any way to stop asking about that student once it is confirmed? Or perhaps make this a level 8 error?

This edit will only trigger when date of most recent admission equals the reporting time frame so that a student only gets reported in the first term of enrollment.

Modify edit to only error when `date_recent_adm = rept_time_frame`

### **FINAL DISPOSITION:**

Add to 01413 in Data Dictionary “If the student has not been readmitted the `stu_recent_adm_typ` DOES NOT change”



## Student Instruction File - Standard Withdrawal Codes

Description: Standardization of Withdrawal Codes on Grade\_awarded element from the Courses\_Taken table

Topic ID: 150-135

Initiator: Board-IRM

Affects: SIF/SIFP

A detailed discussion of this will occur in the Institutional Research session with results coming back to the IRM Thursday full attendee session

### **NEEDS FOLLOW-UP:**

Create crosswalk to send out to the universities in the next week or so to verify that we are doing the crosswalk correctly.

## Student Instruction File - Visa Type

Description: New code for undocumented aliens

Topic ID: 150-139

Initiator: FIU

Affects: SIF/SIFP

After a good bit of research by BOG staff we have determined that the inclusion of Visa Type in our collection may have been premature. It appears this was an attempt to respond to House Bill 205 sponsored by Kravitz in 2006. That bill did not pass. We propose to delete this data element from SIF and SIFP beginning with the Summer 2011 submission.

### **FINAL DISPOSITION:**

Remove from SIF starting summer 2011. Universities should send a dot.

Student Instruction File - Full-/Part-Time calculation

Description: Clarification to data element 01433 Full-Time/Part-Time Indicator

Topic ID: 150-170

Initiator: UCF

Affects: SIF/SIFP

Add clarification to data element 01433 Full-Time/Part-Time Indicator: If the student is in one of the following CIPs, 51.0401 (Dentistry), 51.1201 (Medicine), or 51.2401 (Vet Medicine) and has a student budget entity of '4', they are considered full time regardless of the value of current term course load.

**FINAL DISPOSITION:**

Data element will be updated to clarify.

## Student Instruction File – Military Status

Description: New codes needed for Veterans Benefits and Military Status

Topic ID: 150-200

Initiator: NCF

Affects: ADM, SIF, SIFP

What Is the Montgomery GI Bill (Chapter 1606) - Selected Reserve?

The Montgomery GI Bill - Selected Reserve is an education program that provides up to 36 months of education benefits to members of the Selected Reserve. This includes the Army, Navy, Air Force, Marine Corps, and Coast Guard Reserves, as well as the Army National Guard and the Air National Guard. It is the first program that doesn't require a person to serve on active duty in the regular Armed Forces to qualify.

NCF:

Under chapter 1606 reservists receive benefits without having been on active duty. Should the universities report these students with a Veteran Benefit of 'Other'? If so, an appropriate code for Military Status does not currently exist so NCF should probably send a status of 'None' which would generate an error that would have to be explained.

Hui Min: We report them as follows:

Military Status = E (service dates unknown)

Veterans Benefits = 00 (Other)

Data Element: Veteran's Benefits Chapter - 02060 - Stays the same

[https://www.boghome.net:4443/pls/apex/f?p=112:30::::P30\\_ELEMENT\\_ID:551](https://www.boghome.net:4443/pls/apex/f?p=112:30::::P30_ELEMENT_ID:551)

Data Element: Military Status - 02059 - add the new codes below to the data element

[https://www.boghome.net:4443/pls/apex/f?p=112:30::::P30\\_ELEMENT\\_ID:550](https://www.boghome.net:4443/pls/apex/f?p=112:30::::P30_ELEMENT_ID:550)

### **FINAL DISPOSITION:**

Continue to report the Veterans Benefit as Other. We will add two new codes for Military Status

R = Reservist

N = National Guard

Student Instruction File - Institutional Classification Level

Description: New cross-check edit between Institutional Classification Level and Student CIP

Topic ID: 150-210

Initiator: UF

Affects: SIF/SIFP

In 200908, we had 5 graduate students seeking professional degrees (512401) which should be type 9 errors. Would you add an edit to kick them out. That is, for students seeking professional degrees in CIP's 512001, 512401, or 510401, the student's institutional classification should be '7' not '5'.

Create new SIF edit to not allow INST\_CLASS\_LVL\_STU (01267) to be coded as Graduate (5) when degree CIP is 510401 - Dentistry 511201 - Medicine 512001 - Pharmacy (Doctorate of Pharmacy) 512401 - Veterinary Medicine 220101 - Law

**FINAL DISPOSITION:**

YES, new edit

Student Instruction File - Term Credit Hours Earned

Description: Inclusion of non-instructional credit optional?

Topic ID: 150-230

Initiator: FSU

Affects: SIF/SIFP

IRM was doing some analysis that required credits earned in fall and spring 2007-2008. The table below shows credits for the cohort of undergraduate students entering in 200708 (date of most recent admission = 200708 and rept\_time\_frame = 200708) seeking a bachelor’s degree. Under what circumstances would column 3 be larger than column 2?

	Sum of Current Term Crs Load	Sum of Term Credit Hrs Earned	Sum of GPA Term Cred Hrs
FAMU	40,082	29,646	34,170
FAU	55,335	46,100	51,153
FGCU	45,262	38,480	41,579
FIU	51,939	42,097	46,518
FSU	<b>102,287</b>	<b>129,335</b>	95,831
NCF	6,984	5,120	-
SUS	678,389	628,230	615,548
UCF	103,747	92,791	96,611
UF	113,474	105,388	106,605
UNF	37,634	32,559	32,561
USF	94,745	82,744	86,137
UWF	22,954	20,587	20,807
<b>SUS</b>	678,389	628,230	615,548

This issue came up years ago and the reporting of test score credit was optional.

We need to formalize the mechanism because people will want to know how much credit we are granting via exemption (presumably at a cost savings to the State).

**NEEDS FOLLOW-UP:**

No immediate change, needs follow-up

## Student Instruction File - Room Use Code

Description: Inappropriate assignment of classes

Topic ID: 150-500

Initiator: FAMU

Affects: SIF

Edit 0345: If Room Budget Entity POM is E&G (value=1), Rooms Use\_Cd cannot be greater than 799 and less than 900.

Does this edit need to include use codes through 970 and the non-numeric? Are some of the codes less than 800 also inappropriate.

This edit will stay the same.

### **NEEDS FOLLOW-UP:**

Create new edit to not allow classes to be assigned to rooms with out-of-use codes. List all the codes that we think should not be allowed and send out to universities for approval by 6-24

Student Instruction File - Senate Bill 2150

Description: Fee Waivers: Purple Heart

Topic ID: 150-510

Initiator: Legislature

Affects: SIF

This bill (which has not passed as of 6/1) has added the following text to 1009.26(c): "If the DD-214 is not available, other documentation may be acceptable if recognized by the United States Department of Defense or the United States Department of Veterans Affairs as documenting the award."

**FINAL DISPOSITION:**

Add new text to data dictionary.



Degrees - Criteria for Awarding Baccalaureate Degrees

Description: Edit 5258: Degree Level Granted cannot equal B when CLAS is not P

Topic ID: 160-10

Initiator: Board-IRM

Affects: Policy, SIF

POLICY CHANGE - Criteria for Awarding Baccalaureate Degrees

There is a proposed change to Regulation 6.017 that will be noticed and perhaps approved at the June Board meeting.

[http://www.flbog.org/documents\\_meetings/0149\\_0522\\_4143\\_03b\\_Noticing\\_6017\\_ai.pdf](http://www.flbog.org/documents_meetings/0149_0522_4143_03b_Noticing_6017_ai.pdf)

The proposal removes the CLAS requirement. If approved, edit 5258 will be removed beginning with the first term following the effective date.

**FINAL DISPOSITION:**

Remove reference to CLAS in data dictionary (01060)

## Degrees - Degree Highest Held vs Degree Granted

Description: Edit 5265: Remove or change to a tolerance

Topic ID: 160-20

Initiator: UWF

Affects: SIFD

Edit 5265: DEG\_LEVEL\_GRANTED on the DEGREES\_AWARDED table equals DEG\_HIGHEST\_HELD on the ENROLLMENTS table. Discuss whether or not this edit can either be removed or changed to a tolerance edit.

Highest Degree Level Held plays a very big part in undergraduate retention reporting. If the degree held is bachelor's or higher then the student is not considered in retention reporting as being in attendance.

### **FINAL DISPOSITION:**

No change

Degrees - CIP Fraction

Description: New edit, If cip\_frac\_deg  $\geq$  1 then major\_ind must equal 1

Topic ID: 160-30

Initiator: Board-IRM

Affects: SIFD

New edit, If cip\_frac\_deg  $\geq$  1 then major\_ind must equal 1

**FINAL DISPOSITION:**

Yes, new edit

Degrees - CIP 2010 Report

Description: Update the IPEDSDEGS\_CIP2010 report to show the new race codes instead of the old ones.

Topic ID: 160-50

Initiator: Board-IRM

Affects: SIFD

Update the IPEDSDEGS\_CIP2010 report to show the new race codes instead of the old ones.

**FINAL DISPOSITION:**

Yes, update report

Space - Reports to be broken out into smaller sections

Description: Split SPAR1 into smaller more managable reports

Topic ID: 170-40

Initiator: USF

Affects: SPA

This has to do with the Space reports that we get from SUDS. When you get the Submission Specifics page on SUDS for the space file, it has the blue SPA Reports button. Clicking that button gets me to the list of Automatically Generated Reports (used by BOG during Submission Acceptance). I want to print the reports for SPAR1: Space Survey/FCO/SqFt, which is a giant.

I have tried to print this to Adobe PDF using the printer commands and sometimes that works – but not lately. Mainly it just seems to take me through the printer commands and then nothing happens. Am I missing something, not doing something that I should do to be able to get a usable hard copy of some of the reports?

Using the conversion in Internet Explorer (IE) yields a copy that has the page breaks in all of the wrong places, or shuts down IE itself.

## **FINAL DISPOSITION:**

Yes, update report

Space - SPAR1 Report

Description: Need Zip Code added

Topic ID: 170-70

Initiator: BOG-Facilities

Affects: SPA

In order to be able to identify sites by county, add Zip Code to Site Inventory Report - Report I

**FINAL DISPOSITION:**

Yes, add ZIP to site inventory report

## Retention - RETRP1SUDS Report

Description: Should this report exclude students that have been identified as authorized IPEDS exclusions

Topic ID: 200-10

Initiator: Board-IRM

Affects: RET

The IPEDS Graduation Rate Survey for Full-time FTICs allows exclusions for

- students who died or became permanently disabled
- students who left school to serve in the armed forces (or have been called up to active duty)
- students who left school to serve with a foreign aid service of the Federal Government
- students who left school to serve on an official church mission

Furthermore, when the data is presented in College Navigator the graduation rate does not include these students.

Currently you see this effect in the RETGRSSUDS report but not in the RETRP1SUDS report which shows the number of graduates in years 1, 2 and 3 as well as 4, 5, and 6.

Should this report default to removing the excluded students from the cohort so that the number match what is available in IPEDS?

### **FINAL DISPOSITION:**

YES, remove exclusions from the cohort based on the IPEDS definition

## Retention - Cohort Changes

Description: Submit data for all cohort types not just the FTIC GRS cohort

Topic ID: 200-20

Initiator: Board-ASA

Affects: RET

Most institutions are not submitting cohort corrections for cohorts other than the IPEDS GRS cohort. The Board uses the retention file data for many analyses and therefore requests that these changes be submitted.

### **FINAL DISPOSITION:**

Universities did not seem to have any issues with this.



## Retention - Reporting Instance

Description: Race/Gender codes over time and Military Exclusions

Topic ID: 200-30

Initiator: Board-ASA

Affects: RET

Race/Gender: Prior to this year we have used the values submitted with SIF when the student entered the cohort and only changed it if the university indicated a change was needed in conjunction with GRS reporting (6 years later). With the db, we potentially have the updated info sooner. We would like to standardize reporting such that the latest race/gender information is used in all Retention reports.

Military Exclusions: Our agreement with Dept of Defense does not allow us to identify the individual students...only for purposes of IPEDS GRS reporting and in summary. Since the Reporting Instance contains unit level data we must be certain to comply with this agreement. We see two options

- completely remove unit level record for excluded students
- convert the type of exclusion from specific codes to just a Yes/No value
- other options?

### **FINAL DISPOSITION:**

Remove the exclusions from SUSRI

**NEEDS FOLLOW-UP:**

Discussed the possible increase of size for Session\_flg (01405). Probably not needed.