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Acting Secretary

MEMORANDUM

DATE: July 1, 2023

TO: Institutional Research Directors

FROM: Barbara Schmertz, Ph.D. Director of Research and Policy Analysis
Parris Jackson, Director of the Office of Information Technology

SUBJECT: Revisions to the Distance Education Survey – Effective FY24

This memo serves as notification that the annual Distance Education form and survey will be altered for fiscal year 2024 and beyond. This will take effect for the January 2024 submission.

The changes are as follows:

- Only the 29 Maryland public colleges and universities will be required to submit the data going forward. All remaining institutions are no longer required to participate in this data collection.
- The required data is tied solely to undergraduate and graduate student credit/contact hours.

For fiscal year 2024, institutions will submit the data in the format provided on the Maryland Annual Collections 2 (MAC2) calendars. The format for fiscal year 2024 contains the following tabs: (1) Read First Definitions, (2) Institution ID, (3) Credit Hours, and (4) End. The format for Credit Hours has been maintained from past survey forms. In addition, all definitions have been maintained.

The survey is being altered in scope and size in order to fulfill a reporting requirement that the Maryland Higher Education Commission (MHEC) provides annually to the Southern Regional Education Board (SREB) as part of the annual SREB data collection. Research questions tied to distance education that MHEC anticipates can otherwise be addressed through other data collections.

If you have questions or concerns, please contact Barbara Schmertz at barbara.schmertz@maryland.gov.