

Conference Call Thursday, February 27, 2014

Response to Institutional Questions:

Cumulative GPA – DD52 (applies to all GPA fields)

1. Can a GPA be higher than 4.0? Yes, for programs that use higher than a 4.0 scale due to A+, report the GPA as is. MHEC will make adjustments in the edit programs to allow for a GPA greater than 4.0.

Degree Date – DD112

2. How should an award earned in the fall be reported after the Fall DIS file has already been submitted? An institution will have an opportunity to submit additional summer and fall degree records after the main winter spring submission reporting period. The degree date should reflect the term in which the date was conferred. We will have to determine a reporting window for these late DIS records for the previous reporting period. Additional degree records will not be accepted for winter and spring terms in the summer fall reporting period.

Major Flag – DD113

3. How should institutions assign the major flag? MHEC must adhere to IPEDS requirements for reporting the major flag. Institutions must define how the major flag is assigned when there are multiple majors at the same degree level awarded. If the first two digits of the hegis codes are the same at the same degree level, the major flag should be '1' for both, otherwise the major flag is assigned sequentially when there are multiple majors at the same degree level awarded. This field has been expanded to accept up to '6' majors.
4. It appears the edit report is double counting degrees due to multiple records containing multiple majors, can this be fixed? Yes, this will be fixed.

Cumulative Degree Credit Hours Awarded – DD114

5. Can Cumulative Degree Credit Hours Awarded exceed Credit Hours Required to Earn Award (DD105)? Yes, the cumulative degree credit hours awarded field should contain the cumulative credits earned as of the end of the reporting term in which the award was conferred. The number of credits can be equal to or exceed the credit hours required to earn award. For instance, if a student has completed 72 credits by the end of spring 2014, and is awarded an AA degree as well as two LDCs, this field should contain 72 for each of the three awards, while the credits required to earn the award would be only 60.

Dual Degree Flag – DD115

6. Will the Dual Degree flag name be changed? Yes, the data element name will be changed to Multiple Degree flag. This field is used to indicate a second award (degree or certificate) at the same award level in the same term. The first award should default to "N" and a second award at the same award level in the same term should have a "Y" posted.

7. Will the Multiple Degree flag apply to the term or the year? The Multiple degree flag should apply to the Term. At the end of the year, MHEC will collapse files and re-edit to determine sequential awards and other multiple awards.
8. Will the Multiple Degree flag apply to the same award level or different award levels? The Multiple Degree field will apply only to awards (Degree or Certificate) at the same award level within the same term. For example: A BS and BA degree, a MS and MBA degree, an AA and AS degree. When both awards are (simultaneous) in the same term, the flag for the first award is set to "N" and the next award in the same at the same level should be set to "Y". If one award is earned in the fall term and the second award is earned in the next fall term (consecutive), the Multiple degree for both are set to "N."
9. What is the benefit of collecting degree files by term or by year? The benefit is to obtain degree data more frequent and report on it faster.
10. How should credits be reported? Total vs. Separate? If awards are simultaneous in the same term and at the same award level, the credits (two Bachelor degrees) should be 120 for both, and the Multiple Degree flag should be "N" for the first award and "Y" for the second. If awards are sequential, one in one term and one in the next, and the same credits apply to both awards along with additional credits, the credits for the first award should be 120 with a Multiple Degree flag of "N" and the next award bearing 30 credits should have a Multiple Degree flag of "N."

Entry Term & Entry Year – DD116 & DD117

11. What is the intent for these fields? The intent is to determine the date of initial matriculation and time to degree for degree-seeking students at a certain degree level.
12. What should institutions use as the entry term and year for students who stop out for a number of years? Is there a clock restart? No, there is no clock restart. Always use the date of initial entry to the institution for that award level (undergraduate or graduate) regardless of stop-outs. For example a person who enrolled in Fall 2004, attended for two terms, and then stopped out for ten years until resuming in Fall 2014, The entry term should be listed as Fall 2004.

Credit Hours Required to Earn Award - DD105

13. For the number of credits required to earn an award, should institutions always use the current year credits required? No, institutions should use the number of credits that are required for a specific program based on the catalog year student earned award.
14. Can the same HEGIS code have different number of credits required to earn an award? Yes, due to major tracks and other differences, different credit amounts for the same HEGIS is allowed.

Teacher Candidate – DD144

15. How will teacher candidate information be collected for those institutions offering non-degree programs that prepare students for teacher candidacy? Should they be reported in DIS? The teacher candidate field will allow institutions to identify a degree recipient who has completed an approved teacher education program and is eligible to seek certification, but it does not address those students who graduate but later return to complete the teacher program as a non-degree student. We are considering creating an additional collection file which includes a subset of the DIS data elements to accommodate these non-degree students. We need to get a consensus on this and will work out the details. The field has been expanded to accommodate up to 19 positions which would include, 4 different teacher codes separated by a slash (XXXX/XXXX/XXXX/XXXX).
16. What about missing Teacher Candidacy codes? MHEC will adhere to the codes provided to us by MSDE. We will need to confirm that the MSDE list is complete and current.
17. If an institution does not have any records to submit for a certain term, what should they do? If your institution has no DIS records to submit for the winter term for example, please upload a file with zero records (headers only) with a comment indicating your institution has no records to submit for that term. Your comment will let MHEC know that a submission has not been overlooked.