

MAC2 notes 08-23-13

Parris and Alexia are in attendance from MHEC, Jon later joins

- Hoping for 3 levels of questions
 - What is the file
 - Questions on definitions/ codes
 - Specific questions may be institution centric
 - May add confusion and may not be gone in depth today, but coordinate with MHEC separately unless it is a cross institutional issue.
 - Send questions to MACrevision
- EIS
 - Freeze dates questions from in the past
 - What are the census date/ end of term date for other irregular terms (ex. Winter/summer)?
 - Have dates for FA/SP (standard format in documentation)
 - Use your business practice for winter/summer and just be consistent.
 - Relationship between EIS and EOT? All records may not be in each, especially for non-standard terms.
 - EOTS may not be greater than or equal to EIS on an institutional case by case basis for irregular terms.
 - Example, student enrolled at census for a class that the add/drop is later in the calendar may not be there in the EOTS because they dropped before the add/drop is complete for the class.
 - There are some that may be there for EIS but drop by EOTS.
 - There will not be an edit check to check EOTS against EIS to cause a fatal error.
 - HS Grad Dates
 - Can HS graduation dates be in the future for HS concurrent enrollment students?
 - No- it should be unknown(0000) until it occurs not blank
 - What about if they were non-degree students? Do you need to provide this?
 - Issues with homeschool students where the dates may changes.
 - Currently, edit check is 0000 for Grad and non-degree students.
 - What about students who may never graduate from HS?
 - Can they be degree seeking? – yes
 - Can they earn a degree without a HS diploma? – yes
 - What is a first time FY during the summer coded as?
 - FA=1 (First time FY) & SU=1 (First time FY)
 - (or winter/spring is constructed same Winter=1 and Spring =1)

- Concerns of having to backfill summer based upon fall information
 - Cohorts for IPEDS is based upon fall not summer
- Remedial
 - If you were initially developmental on EIS, but retook developmental test and passed were no longer developmental how should it be handled? If they are developmental, are they always developmental?
 - Only report for new to the institution (or change status to be a new student) and report initial status.
 - For a continuing student would be blank.
 - CC are ok with providing new student placement but do not want to go back for continuing students for the dates (ex. Nov). Will have most of the data by them.
- FICE codes for multiple transfers
 - Use most recent. Institutional practice is used.
 - You will pick up the detail on the ECS.
 - Transfer in
 - Can have an unknown FICE code if the student says they are a transfer student but cannot confirm where. Use 260099.
- Student Level
 - What is an unclassified student?
 - Would this be students who have already obtained a degree? Yes
 - Not degree seeking.
- DIS
 - Entry Year definitions
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 - Cumulative credit hours for degree
 - Some institutions have had to build a separate table for credits required for a degree if it is different for specific program.
 - Cumulative credits for progress vs. cumulative credits for the degree
 - Ex developmental credits may not count towards the degree but count as credits taken.
 - May need to look at how institutional systems can pull this that there can be multiple credits stored in system and may need to determine which is being pulled.
 - Institutions have difficulty pulling credits earned towards a specific degree. Can get the cumulative credits earned.
 - Ex. 3 associate degrees for one student with different credit counts. How do you know what credits were earned towards which degree?
 - Some credits were earned towards multiple degrees.
 - Concerns that cannot disentangle unless a degree audit is done.

- May need to start this process for this report earlier to clean up the data how awards are coded.
 - Minor changes / updates still need to come from Parris.
- CIS
 - How handle GR handle UG courses for CIS and SRS? – tabled
 - Include courses that have UG students.
 - Students drive this. What are the UG students?
 - Can we give you everything rather than to divide?
 - More information will have to be determined by Parris
 - How handle multiple sections for the same course?
 - Lecture/lab/discussion
 - Include only the parts associated with a grade OR credit.
 - Courses for comprehensive exams (no instructional activity) zero credits (may be an administrative process for keeping tracking of exams etc.)
 - Not included in CIS
 - Institutional decision on how to handle this.
 - Know what is included in your system to see if there are any of these courses.
 - Faculty of record for CIS
 - Can accommodate unknown / staff for primary instructor
 - Primary instructor for team taught is left to the institution
 - One idea could be to use the tenured faculty
 - Non-faculty can be instructors (occupational assignment may not be faculty code)
 - What are the policy questions related? This may drive what is needed?
 - One can be - Impact of adjuncts instructors on education?
 - Entry level credit bearing math
 - Can be multiple courses
 - Defined by the institution. What is entry level for one person may be different for another.
- SRS
 - All undergraduate students included
 - Things to think about
 - Labs/ clinicals
 - Inter- institutional registration
 - If a student is taking courses with your institution, you report them.
 - It may be helpful for guidance inter-institutional relationships for credits from MHEC.
 - May only be a USM issue.
 - Credit our type flag
 - Because CIS does not include zero credit labs the issue is null.
 - Entry level courses

- Institutional determination.
 - Only English and Math
- ECS
 - There may be issues with the data entry and may need to look at business process on how to get the data.
 - Ex. List consistently PGCC
 - Is this trigger based upon EIS or DIS?
 - Issues / discussion
 - If this is based upon DIS, you will miss people who never graduate.
 - May not have accurate information if it is collected on a term by term basis.
 - Do you submit credits for that individual whenever it is available?
 - Do you use DIS as driver then pull non-native credits?
 - Would this option satisfy MLDS?
 - They are policy questions that do not specify what data is needed.
 - What happens with multiple degrees from an institution?
 - Completers instead of completions?
 - Can be multiple in DIS(for one cycle) and single ECS record.
 - If they earn a degree in a future term, then report new ECS record.
 - Decision
 - Use DIS as driver then pull non-native credits
- EDS
 - There may be changes within IPEDS with contract length.
 - Parris will look into the IPEDS and contract length.
- MISC
 - Can there be consistency in unknown (blanks or zeros)?
 - Can the data dictionary be consistent with the leading zeros (student level 07 or 7)?
 - Parris- thanks to Becky Bell for help with looking at the consistency and keeping files consistent. This has been a big help.
 - MHEC program inventory
 - Can we update the program inventory for the credits per degree?
 - Parris- this is not off the table but will have to look at this further.
 - There will be changes to the dictionary, FAQs, etc. and will come to a close mid-late September with new documents provided.
 - Parris and Jon said that there is a plan for this timeline.
 - FAQs are available by system now. Only one that is currently active is EIS and Parris is working to provide the rest.
 - Edit checks are being finalized with Robyn Brayton.
 - Pilot institutions have suggested to work ahead wherever possible as this will take some time.

- SASID
 - MHEC is waiting to finalize the layout and working with MSDE on how to access.
 - Parris said MHEC would like to run some testing to look at the match rate.
 - Parris has SASID file layout. Please let her know if you are interested in send a test file.
 - If the student's identifying information is not in the MSDE system, MHEC will not provide alternate ID.
 - Would it be possible for MHEC to assign the SASID numbers instead of the institutions? No, not at this time.
 - Eventually transcripts should provide SASID.
- Parris updates
 - The layouts have the DD numbers that will link to the data dictionary.
 - Separate summer / fall and winter/ spring files?
 - May be able to accommodate separate term files. This could be implemented for all files, except annual one, FAIS and EDS.
 - Deadline will be the same but will be able to submit them separately.
 - Headers will be still provided on each file.
 - This is still in the parking lot on how to handle the sessions on which files this may affect.
 - It is recommended to submit smaller testing files to test for finding if the files are coded correctly to find errors in programming.
- Thanks to Bowie for hosting, MdAIR for planning and everyone for coming!