

AGENDA

Advisory Committee on Information Resources
July 8, 2002
Commission on Higher Education
Large Conference Room
1333 Main Street, Suite 200
Columbia, South Carolina 29201
1:15 p.m.

- I. Introductions
- II. Review and acceptance of minutes
- III. Update on Distribution of Education Lottery Funds for Technology Gail Morrison
- IV. Presentation by Ron Moore of the Budget and Control Board, Health Insurance Portability and Accountability Act
- V. IPEDS Lynn Metcalf
 - a. Reporting Cycle
 - b. Employees by Assigned Position, Fall Staff, and Faculty Salaries
 - c. Survey Penalties for non reporting
- VI. Facilities Lynn Metcalf
 - a. Current Review Process
 - b. Calculation for Utilization
- VII. Implementation Discussion of Classification of Instructional Programs 2000 Edition
- VIII. Process change for submission of free credit hours (Web Based)
- IX. Discussion on Reporting of Double Majors for Completions
- X. State Scholarship Programs
 - a. Palmetto Fellows
 - b. Need-based Grants
 - c. LIFE
 - d. Hope
 - e. Lottery Tuition Assistance
- XI. Data Reporting Schedule for 2002-2003
- XII. For your information
 - a. Tentatively Scheduled Drive-In Workshop with Leroy Rooker, October 30, 2002 at CHE from 9:30 am to 11:30 am
 - b. Data sharing with Southeast Center for Teaching Quality
 - c. Automation of CHEMIS Data Transmission
 - d. Internet availability for Real-time CHEMIS data
 - e. CHEMIS Decision Support Capability
- XIII. Other Business

Advisory Committee on Information Resources
July 11, 2001
10:00 a.m.

Members Present

Ms. Mim Amour
Ms. Betty Boatwright
Mr. Moses Brown
Ms. Kay Coleman
Dr. Robert Cuttino
Ms. Debbe Daughtry
Mr. David Fleming
Ms. Sylvia Hill
Mr. Eric Johnson
Ms. Star Kepner
Mr. Mac Kirkpatrick
Dr. Carol Lancaster
Ms. Shelly Lang
Mr. Russell Long
Ms. Betsy McKenzie
Ms. Chris Mee
Ms. Sandra Morris
Dr. James Myers
Ms. Lisa Pace
Ms. Michelle Smith
Ms. Gail Stephens
Mr. Jonathan Trail
Dr. Lovely Ulmer-Sottong

CHE Members Present

Ms. Camille Brown
Ms. Julie Carullo
Mr. Gary Glenn
Ms. Bichevia Green
Ms. Sherry Hubbard
Ms. Stephanie McCaslin
Mr. Joe Pearman
Dr. Karen Woodfaulk

The Advisory Committee on Information Resources (ACIR) met in the conference room of the Commission on Higher Education on July 11, 2001 at 10:00 a.m. Ms. Brown called the meeting to order. No corrections were made to the minutes from April 26, 2000. Ms. Brown asked all the members present to introduce themselves.

The definitions for Performance Indicator 2A2 for the Research & Teaching Institutions have not received final approval. The Technical Colleges will report this indicator as not applicable. Performance Indicator 2A1 criteria remains the same and will be reported by Technical Colleges only.

Parameters were presented as to how salary data is extracted. It was agreed that a category would be added for faculty whose primary teaching area is Nursing. The new code under SACS Indicator 2A2 for reporting this will be 4. It was decided that CHE would readjust the denominator to include only codes 1 – Has a Terminal Degree, 2 – Does Not Have a Terminal Degree and 3 – Not Applicable. The denominator would not include 4 for fall.

CHE will post the Faculty reports to our website.

A field was added to the faculty file “Date of Hire”. All institutions do not have to report the hire date of a faculty member, but must report the null value required in this field.

The changes on this salary data are effective November 1, 2001.

IPEDS has added a winter collection for the Salary data for Part A with opening dates sometime in December or January. After the institutions have sent their faculty data, we will post the data to our website. Part B looks the same as last year. Part A has some of the columns consolidated.

IPEDS is redoing their data collection system. Reporting on the new system will begin with the Winter IPEDS collection. Rollout of the complete system is expected to be implemented over a 3-year period being finalized by the year 2003.

Matriculation Date – The question involves in-class versus enrolled. It was decided that if a student is on the roll and their fees are paid, then they are included in the headcount.

The Enrollment Layout was presented. The only change was on the pre-requisites.

A country code listing was presented. It was determined that the website http://www.state.gov/www/regions/independent_states.html would be the standard source of information for country codes.

High School Rank definition for Code 11 was changed to read 'Not Ranked'.

For ACT/SAT it was decided that the data submitted to CHEMIS would be the latest and/or the highest scores of students and that only New Freshmen scores would be audited.

CHE will be creating a program to produce basic information for the IPEDS GRS data. This will be sent to the institution prior to uploading for their approval.

Credit hours earned and required – The institutions do not have to report the credit hours required they only have to report credit hours earned.

CHE informed the institutions that Palmetto Fellows and Need Based students should be reported in the same way that Life Recipients are reported – an individual record on every scholarship. The only difference is that Palmetto Fellows and Need Based Students have to report Cost of Attendance and Gift Aid. Need Based students must report Expected Family Contribution. It was also agreed upon that a Palmetto Fellows recipient should be reported even if their award is \$0.00.

David Fleming from Clemson inquired from the group as to which institutions were still using Social Security Number as Student Identification Numbers. Clemson and several other institutions are considering switching to a Student Id that does not include Social Security Number. If this action is taken then the institutions will continue to forward a transcript when a student transfers. The challenge of this is that when the institutions receive the transcripts – the paper transcript may not include a student's Social Security Number.

The ACIR group was informed of the approval of the SC Commission on Higher Education's recommendation regarding the Independent College Initiative and that the Independent Colleges received this recommendation with mostly positive responses.

There are questions regarding completions with BSN – Nursing as to whether they are RN or are not RNs and the IPEDS definitions/distinctions between double majors and dual majors.

The meeting adjourned at 11:55 a.m.