

Independent Institutions' Data Meeting
July 9, 2004
10:30 A.M.

Members Present

Mr. Jesse Bellinger, Benedict
Dr. Erin Bentrim-Tapio, Spartanburg Methodist
Mr. Glenn Blank, Southern Methodist
Ms. Mary Brown, Converse
Mr. Daryl Couch, Southern Wesleyan
Mr. Jeff Dennis, Southern Wesleyan
Mr. Randy Dill, Furman
Ms. Sandy Dowdle, Presbyterian
Ms. Alice Hood, Columbia College
Mr. Rock McCaskill, Southern Wesleyan
Mr. Frank Mitchell, Limestone
Ms. Rahnuma Muneer, Claflin
Ms. Diana O'Bryan, Bob Jones
Ms. Susan Peck, Bob Jones
Ms. Dianna Richburg, Voorhees
Dr. Mary Gene Ryan, Charleston Southern
Ms. Judy Smith, Erskine
Ms. Tracy Spires, Erskine
Mr. Dan Summy, Columbia International
Ms. Betty B. Washington, Morris
Mr. Chris Weldon, Presbyterian
Ms. Betty B. Williams, Coker

CHE Members Present

Ms. Camille Brown
Ms. Julie Carullo
Ms. Bichevia Green
Ms. Sherry Hubbard
Dr. Karen Woodfaulk

The Independent Institutions met in the conference room of the Commission on Higher Education on July 9, 2004 at 10:30 a.m. Ms. Brown called the meeting to order. She asked the members present to introduce themselves. Minutes from the previous meeting were approved with one correction to a title.

Ms. Brown asked the institutions to share with the group the happenings on their campus. To start the discussion, she told them what plans were being made in the Management Information System area of the Commission and then asked each one to specifically include any software being implemented. This proved to be interesting and started discussions among several institutions of common areas of interest.

Scholarships and Grants

In fall 2004, institutions are being asked to add Pell Grant Recipients as part of the scholarship disbursement reporting process for fall and spring.

No additional data fields will be added to the scholarship disbursement format, but additional information will be requested. The data types and corresponding codes to be reported are:

- 1) LIFE-D
- 2) Palmetto Fellows-P
- 3) Need-based from Public Institutions-N
- 4) Need-based from Tuition Grants-G
- 5) Hope-H
- 6) Lottery Tuition Assistance-T
- 7) **Pell Grants-E**

Cost of Attendance data element and the associated Reporting Period data element have previously been reported for Palmetto Fellows. We are requesting these data fields for HOPE, LIFE, Need-based, & Pell Recipients as well.

Expected Family Contribution and the expected family contribution reporting period have previously been reported for Need-based. We are requesting these for the Lottery Tuition Assistance Program, & Pell Recipients.

The revised data dictionary has been updated on our web site for award amount, cost of attendance, expected family contribution, and gift aid have been revised.

The formats for the disbursements will be updated to include the Pell Grant data type, <http://www.che.sc.gov/web/Forms/>. Stephanie Reynolds is on vacation this week but upon her return, the formats for will be updated.

Student Enrollment

Uniform Grading Scale (UGS)—students that receive the state scholarships for fall 2004 must use the UGS and the rank based on the UGS to qualify for a LIFE or HOPE scholarship as appropriate. There will continue to be only one data field for high school GPA. The two data dictionary pages for high school GPA and high school rank will be changed to reflect the UGS information. (I don't have these quite ready.)

A sample high school transcript from the S.C. Department of Education follows so that the GPA and rank can be seen. At present the transcript does not identify that the GPA and rank is based on the Uniform Grading Scale, but it is. The student service division is trying to get this added to the transcript.

There was discussion on calculation of the **LIFE GPA and LIFE hours**. These data fields reference the college GPA and hours for scholarship purposes. For the 2004-05 year, the calculations can be based on what was previously done or the new regulations. The regulations have passed, but institutions have been given a year to implement them unless a student requests otherwise. The regulations also follow.

In the upcoming year, the **SAT** will be expanded to include a **writing** section that will have a value of 800 points. The test will not be administered until the spring 2005. Therefore, we are not going to add anything to our reporting until next fall. By that time, we will certainly have some more details

One part of the enrollment reporting for IPEDS that we do as a result of your submission of unit record data is the calculation of the **retention percentages** of first time freshmen from freshmen to sophomore year. We have built, as a result of this, an exclusion file. Unless the volume increases, and we really hope for many reasons that it doesn't, if a student can be excluded from the cohort, an e-mail can be sent to Stephanie or Camille with the SSN and the cohort year of the student. The student will then be added to our cohort exclusion file. When the retention report is created, the counts will be accurate.

Student Identifier Changes

We have a format for reporting the change of a student's social security number. We identify this as an Identifier change. The format is available for your use.

Integrated Postsecondary Education Data System (IPEDS)

The IPEDS schedule for each collection period was handed out along with the data collection changes and clarifications. It was called to everyone's attention on the enrollment forms that all pieces except for annual unduplicated headcount and annual credit hours would be uploaded by CHE. Then the missing pieces would be completed. For two institutions, there will be an option of CHE uploading their Graduation Rate Survey and then filling in the missing pieces or the institution can complete the form entirely. The data system at CHE does not have enough years from the other independent institutions to calculate these rates.

The schedule for reporting for the 2004-2005 academic year was given out.

The meeting was adjourned at 12:15.