

Minutes (Draft as of 6-25-2009)  
Regents Data Meeting  
June 23, 2009  
10:00 to 3:00

1. Introductions and Update

- Video conference option for future Data Meetings was briefly discussed. This option could be utilized for future meetings
- STEM Updates – It was mentioned that a revised list of run through of what is, what might be, and what isn't STEM was not sent out. This revised list will be sent out soon
- Listing of STEM possible fields –Based on the discussion from the last meeting (May 27), we might make a proposal that the level of instruction have a bearing on whether or not a field is STEM. For example, graduate economics could be STEM, but undergraduate economics would not be.
- July meeting canceled
- Next Meeting is August 18<sup>th</sup>. The topic will be “Data Issues Relating to the Strategic Plan .”
- HEI Liaisons meeting is planned for September to review and discuss changes for FY 2011

2. Revision of Rule 2

a. Purpose of Rule 2

b. Review of Problems with current Rule 2

FTE equivalent enrollment definition predates HEI, only takes into account only Summer and Fall terms

Out-dated funding model definitions need to be stricken or revised

Remedial Course section doesn't really describe how we treat remedial courses for funding purposes

Description of Enrollment Audit procedure is outdated

Resident Credit Centers section no longer applies

c. Review of Rule 2 revisions

**Part B**

1. Essentially this definition states that college students have to be taking college classes. A list of interpretive memos will be written in regards to situations that are occurring and how these cases should be reported. These memos will be specific and ever changing.

A recommendation was made to better define "Direct Academic Control" to include an approval , control and institutional level.

A recommendation was made to better define "Use of Institutional Resources". The initial discussion resulted in the definition to lean towards an institutional having a role in the instruction and not just a financial interest.

2. A recommendation was made to alter the definition of "Credit Instruction" to include credit hours that are worth less than one hour. The new definition would read:

"Credit Instruction" means academic instruction in the context of a course or activity leading to the award of any credit hour value greater than zero by a regionally or nationally accredited institution of higher education. Such credit hours are generally acknowledged as applicable toward the attainment of a certificate or degree.

3. A recommendation was made to alter the definition of "Development Course" to be able to limit this type of coursework that is below college level and does not contribute to an approved degree program. The new definition could read:

"Developmental Course" means a course which is below college level and does not contribute to an approved degree program.

4. A recommendation was made to alter the definition of "General studies course" to include courses which lead to any type of certificate or degree. The new definition could read:

"General studies course" means a course of credit instruction which is general, introductory, or core in nature. Courses which satisfy distributive requirements, the set of courses which provide students with a broad knowledge base, generally in the humanities, mathematics, natural sciences and social sciences for any type of certificate, or an associate or baccalaureate degree shall be considered to be General Studies level courses.

5. A recommendation was made to alter the definition of "Technical education courses" to include courses which lead to certain types of certificates. The new definition could read:

“Technical education course” means a course of credit instruction which is part of a certificate or an associate degree program of technical education and is within the technical portion of a curriculum as defined by program approval standards established by the Board of Regents. Courses which are “basic” and “non-technical” within those standards shall be considered General Studies level courses.

8. A recommendation was made to alter the definition of a “Doctoral course” to revise the definition in regards to progressing beyond the level of a master’s degree to be bachelor’s degree. The new definition could read:

“Doctoral course” means a course of credit instruction which is specifically designed for the instruction of students enrolled in programs of study in which enrollment is normally available only to students who have progressed beyond the level of a bachelor’s degree, and which typically results in the attainment of a doctoral degree. The doctoral level component of a graduate course designed to serve both the doctoral level and the master’s level is considered a doctoral level course.

9. It was discussed as to whether it was a better idea to include an entire list of types of first professional degrees that are offered or if it was best to just leave the definition in general terms by adding “included but not limited to” a list of degrees offered. If an entire list is needed, some additions need to be made to current list. It was also mentioned that IPEDS will be replacing the degree type of professional degree with a Research Doctorate and a Practice Doctorate. Should this be included in this version or just updated?

10. It was discussed that more detail in the definition of “Non-Credit instruction” maybe needed.

11. It was discussed that more detail and clarification is needed in the definition of “Contract and grant funded course”. It is possible that interpretive memos will be created to handle all the grey areas that currently exist. Also, it was asked if a definition for “total cost of delivering instruction” would be created. This would help in determining what should and should not be included. It was mentioned that a document existed at one point in regards to “Contract and grant funded course” that if only certain individuals could take this course, but not enrolled campus students, then it was ineligible for subsidy and to not be reported to HEI.

12. A recommendation was made that the current definition of “Credit Hour” presented a problem in regards to labs. It was pointed out that maybe a credit hour should be handled like a contact hour. For example, 50 minutes = 1 contact hour or 2 contact hours = 1 lab hour.

13. A recommendation was made to clarify the statement that is trying to be addressed in the first sentence. The new definition would read:

“Student credit-hour enrollment” generally means the number of student credit hours of course registration for each quarter, semester, or term as of the end of business on the fifteenth calendar day of classes reflecting all withdrawals or changes of registration effective as of the end of business on that date and subsequently approved by that office. Students enrolled in courses offered on a flexible schedule may be included if student registration is completed by the end of business as of 20% of the time taken to complete the course. The chancellor may prescribe the manner by which student credit hour enrollment is to be reported with regard to courses meeting fewer than seven consecutive days and with regard to programs operated on a calendar which is different from the regular institutional calendar.

14. A recommendation was made to define what is meant by “entire fiscal year”. What terms are included, i.e. FY2008 = Summer 2007, Fall 2007, Winter 2008, Spring 2008.

16 and 17. It was mentioned that the definitions of “quarter” and “semester” are currently being reviewed by Regents and institutional staff in the Academics area.

18. A question was raised about whether or not a clarifying statement regarding “independent study courses was needed.

19. A recommendation was made to include a definition for “academic calendar year”.

20. It was mentioned that this definition is dependent on issues that need to be resolved with the definition of “Enrolled Student”. It was asked if the definition needed to be clarified as to “credit” vs. “non-credit” enrollments.

21. A recommendation was made to replace “course” with “course section.” It was also asked, if a current rule exists as to when a student needs to determine they are auditing the course (i.e the 15<sup>th</sup> day). This was determined to be an institutional decision and the institution would determine when a student needed to notify the institution that they were auditing a specific course. The new definition would read:

“For audit purposes” describes enrollment by a student in a course section for which the student elects not to be awarded credit.

#### Part C

2. A recommendation was made that this section be rewritten, as its meaning isn’t entirely clear.

3. It was pointed out the current format of enrollment auditing and the actual enrollment audit requirement is going away. The new data quality management process will be more holistic, consisting of an integrated package of documentation, instruction, edits, data review, reporting, and audits. The audit option will be one tool among many, and will be more flexibly applied.

Part D – Some items have been inadvertently left off of this list and need to be included.

2. A recommendation was made to better define the types of exceptions or arrangements determined by Regents staff. The new definition could read:

Students who have not paid fees for a prior term by the 15<sup>th</sup> day of the present term, and students who have not paid fees by the end of the present term, without meeting an exception as determined by Regents staff. Those exceptions could include:

- The student's financial aid and/or third party payment for the present term is in progress (examples of third parties could include state or federal government grants, student's employer, or union).
- The student signed a note agreeing to pay all instructional fees according to the policies of the college or university for the present term.

5. Subsidy Ineligible, Graduate Student Exceeding Credit Hour Limit is missing and need to be added. The definition would read:

Enrollments by graduate students who, by the preceding term, have earned more than 260 quarter or 174 semester credit hours are designated ineligible. A student should be credited with 51 quarter or 34 semester credit hours if that student has already earned a master's degree from another institution. Note, professional level credit hours are not included.

6. “Subsidy Ineligible, Other” is missing and needs to be added. The definition could read:

Enrollments by students who have earned more than 135 quarter hours or 90 semester hours of course credit while seeking a doctorate of audiology, physical therapy or occupational therapy. Also assign this value when enrollments by the student are designated ineligible because of a reason other than those described above.

7. Subsidy Ineligible, Medical Student Exceeding Term Limit (Repeater) is missing and needs to be added. The definition could read:

Enrolments by students whose studies in professional level medical instruction will exceed 13 quarters or 9 semesters (four academic years and one summer) because the student was required by the institution to repeat a portion of the curriculum. A student is considered a repeater only during those terms he or she actually repeats.

Part E-

1. It was decided to delete “Non-credit course” (option H) from this list since “Non-credit” isn’t a valid course level for HEI.

3. The language here might be too specific for inclusion in this rule, since it would require immediate changes to HEI data collections (identification of grant or contract funded courses or sections). This should be rewritten to say “Whether the course is subsidy eligible or ineligible.” This reflects current HEI data collection requirements.

Rule 15 –

Part B - Some items have been inadvertently left off of this list and need to be added as additional items.

1.

b. A recommendation was made to make this definition the same as Student Characteristics definition of Subsidy Ineligible, Account not Cleared. The new definition could read:

Students who have not paid fees for a prior term by the 15<sup>th</sup> day of the present term, and students who have not paid fees by the end of the present term, without meeting an exception as determined by Regents staff. Those exceptions could be:

- The student's financial aid and/or third party payment for the present term is in progress (examples of third parties could include state or federal government grants, student's employer, or union).
- The student signed a note agreeing to pay all instructional fees according to the policies of the college or university for the present term.

c. Subsidy Ineligible, Graduate Student Exceeding Credit Hour Limit is missing and need to be added. The definition would read:

Enrollments by graduate students who, by the preceding term, have earned more than 260 quarter or 174 semester credit hours are designated ineligible. A student should be credited with 51 quarter or 34 semester credit hours if that student has already earned a master's degree from another institution. Note, professional level credit hours are not included.

d. Subsidy Ineligible, Other is missing and needs to be added. The definition could read:

Enrollments by students who have earned more than 135 quarter hours or 90 semester hours of course credit while seeking a doctorate of audiology, physical therapy or occupational therapy. Also assign this value when enrollments by the student are designated ineligible because of a reason other than those described above.

e. Subsidy Ineligible, Medical Student Exceeding Term Limit (Repeater) is missing and needs to be added. The definition could read:

Enrolments by students whose studies in professional level medical instruction will exceed 13 quarters or 9 semesters (four academic years and one summer) because the student was required by the institution to repeat a portion of the curriculum. A student is considered a repeater only during those terms he or she actually repeats.

2.

b. A recommendation was made to make this definition of “Contract and grant funded courses” identical to the previous definition listed under Part B- Definitions for “Contract and grant funded courses”. The new definition will be based off of what is settled upon for that definition. The current definition reads:

Course enrollments in contract and grant funded course sections in which the contract or grand funding compensates the college or university for the total cost of delivering the instruction to enrolled students shall not be eligible for state support.