

Minutes, HEI Conference Call
Thursday, July 30, 10:00 to 11:30

1. Roll call

- “If it hasn’t been nailed down...it’s probably loose”.....Darrell Glenn

2. Clarification on the timing of the file submissions for the new file layout for the AM & FD files.

- Clarification was given on the timing of the new file submission for both the AM & FD files.
 - There was some confusion within the institutions about several issues regarding the new files, including:
 - CIP codes (optional) used mainly for FT faculty; need to add something to CIP code field for unknown value.
 - Country codes (SEVIS) (NOT OPTIONAL)
 - A question was raised about the Academic Programs file and the submission window being open year-round...BOR has technical questions as to if this can be done OR if this is not possible in our current situation.

3. Update on Achieving the Dream/Developmental Education Initiative.

Achieving the Dream is a community college oriented initiative funded by the Lumina Foundation. Five Ohio community and technical colleges have participated in the initiative for several years. The Gates Foundation is funding an effort to continue some aspects of the ATD project, with a focus on improving developmental education outcomes. The original five Ohio schools, the OACC, and the Regents will be participating in this new, Gates funded initiative.

Details will get worked out over the next few months, but we thought an initial update might be useful.

- Involved around 20 states....looking to assist community colleges with student success.
 - Five Ohio community college institutions were selected.
 - Two areas: Institutional & Cross-state Working Group
 - In stage two of this project, Gates Foundation has funds available to help with developmental issues in higher education.

4. Regents Data meetings

August 18 - Focus on Strategic Plan data issues

- Issues that will be looked at or tweaked include:
 - Starting to update the Strategic Plan Indicators
 - Will send out something prior to meeting
 - Discussion on institutional template design
 - Settle what is STEM...for the purposes for reporting on Strategic Plan indicators

September 22 - Focus on HEI planning. Can we do this by video conference?

- 2010-2011 year
- Having regional videoconferencing sites
- The point was raised that the agenda is needed in enough advance to have everyone (needed from an institution) present at the meeting.

5. Verify expanded Preliminary Headcount survey data elements:

- Start collecting in 3 new numbers in NEW PH file submission in September – October 2009
- No objections were given regarding the timeline that was given for the newly developed PH file.
 - first time ever in college (undergraduates, **not HGH**)
 - all other undergraduates (including HGH)
 - total graduate & professional

6. Various data issues

a. CIP 2010. Should we plan to incorporate new CIP codes in files submitted during 2010-2011?

- IPEDS is looking for the CIP 2010 codes to be used in the 2010-2011 reporting year....should we incorporate these 2010 codes in HEI?
- What can we done centrally to help this process?
 - Deleted codes from 2000 to 2010 to be mapped to the new 2010 codes?
 - A discussion followed regarding the recent reclassification of CIP codes and what affect the new 2010 CIP codes would have on that project.
 - A question was raised about how institutions would go about adding the new 2010 CIP codes (approx. 300-400) codes.

b. Instructions for "Cumulative Credit Hours Earned" in SN file. From the instructions, it might not be clear how to deal with transfer hours. Some elements of the instructions might also be inconsistent.

- In determining a student's rank, are institutions using transfer credits?

- Definition on web specifies that all the hours reported should be from THIS institution.
 - What are campuses doing currently????
 - It was pointed out that a prior ruling specified that the credit hours **SHOULD** include transfer credits.
 - Should all transfer credits be included OR only credits that apply to that degree???
 - Issues for community colleges...normal to have high cumulative credit hours.
 - Looking for a NEW definition for Cumulative Credit Hours Earned.

c. Some questions have arisen about how to report employee salaries. Do we use Total Salary or Annualized Base Salary?

- What is the best salary figure to use for salary requests? Should total salary or annualized based salary?
- Are there valid cases where annualized base salary can be higher than total salary?
 - On leave without pay
 - Sabbatical
- Should a warning be generated if the annualized base salary is greater than the total salary?

7. Other

- Rule 2 Update
 - Group was convened to discuss the final stages of the Rule 2 revisions.
 - Currently Academic Affairs group looking to get definitions for academic calendar, credit hour, etc....
 - At Student Success summit it was discussed that it would next go to
 - Presidents & Chief Academic Officers