

State Wide Advising System - Howard Campbell

Howard presented a progress report of the StateWide Student Advising System and provided handouts from the Planning Session of 4/21/1998 and a printout form the web page <http://www.reg.ufl.edu/our/swplan.htm>. Howard said this web page is updated regularly and is the best way to kind up with the project. Howard asked that he have an email connect person from each college. Howard also said that there would be a disclaimer on the screen that would say printed copies of transcripts and other information is not official or useful.

Student Data Base Issues - Margaret Wingate and Brian Walsh

Draft copies for each of the submission periods were discussed for the 1998-99 Student Data Base. The colleges were reminded that a faxed copy of the certification form is as good as and the same as the original.

New or Modified Data Elements for 1998-99

Margaret went over a list of data elements that have been modified for the 1998-99 year. DE 1015 - Name - Last was changed with the addition of a Surname. The Maiden name was deleted from DE 1016 - Name - Middle Initial. A new table value was added to DE 1034 - Transfer Institution to include Area Vocational/ Technical Centers. The three subtest of the TABE Entry Level Test were added to DE 1103. In DE 2103 - Completion Degree Granted the name for table value 7 was changed from Associate in Applied Technology to Associate Technology Diploma. New DE 2105 - Adult Literacy Completion Point Indicator added to the Student Database. DE 3005 - Course Dual Enrollment Flag has been changed to DE 3005 - Course Dual Enrollment/Co-enrollment Flag. A new table value was added 'E' to indicate a Co-enrollment. New DE 3020 - School-to-Work Indicator: Work-Based Experience has been added. The table values were included in the handout. New DE 3021 - School-to-Work Indicator: School Based has been added. New DE 3022 - Adult Educational Functioning Level: Initial was added. The six table values for this data element are in the handout.

Adult Reporting

For the purpose of reporting adult education at the community colleges DE 2001 Program of Study - Award Type and DE 2005 Program of Study - Level were changed to include new table values for Associate in Applied Science (AAS) Degree Technology Diploma and Applied Technology Diploma. Adult schools at Vocational Technical Centers were discussed. A draft copy of the list of codes for the public Vocational/Technical Center was included in the handout. These codes would be reported on DE 1034 - Transfer Institution. The Division of Community Colleges will provide a file for the colleges of valid codes. The file name will be DCC.COLLEGE.XFERINST.YTT1999. DE 2002 was discussed with changes for adult reporting. Next week the Division will send out a list of valid CIP codes to the colleges. It was discussed that FTE is still used for Capital Outlay and that there is some concern for how the hours for Adult Education are reported. DE 1007 - High School Code was discussed. There was questions about Non-Community College Adult Schools as to if they had numbers assigned to them or do we need a table value for all Non-Community College Adult Schools.

The adult programs are becoming part of the local follow-up systems. It is unknown if FETPIP will include this information on their diskette or not. GED and ABE are planned to go through FETPIP. New Workforce reports and the DVE333 were discussed. To help colleges complete their DVE 333 report the Division is planning to supply the colleges with the information for this report. The differences in reporting DE 2001 - Student Intent and DE 2005 - Program of Study - Level were discussed. There was a motion to make DE 2001 and DE 2005 the same; DE 2001 did not include Adult Education. Motion was approved.

Performance Based Incentive Funding

The updates for 1996-97 Winter/Spring placements and Quick Response files have been forwarded to Enterprise Florida. The reports and files of the 1996-7 Winter/Spring completers found placed and leavers found placed for each college should be available to the colleges this week. The Fall 197-98 enrollment and completer files have been forwarded to the Department of Labor for EDWAA and Title II matching. FETPIP will make the TANF and Food Stamp files available to the Division to do student matching of Fall 1997-98 PBIF completer and enrollments. With the Division doing the matching it is hoped that this will help speed things up at the Department of Labor. How WAGES students were to be reported on the Student Database was discussed.

Student Right-to-Know Report

Copies of the Graduation Rate Survey were passed out and discussed. Each college received their report and a copy of the report for the whole system. Changes in the report format were discussed and how percent increased with these changes. It was suggested that Note 2 might be removed from the report. Margaret will report back on the new reports at the next meeting.

Readiness for College Report

Informational edits for DE 1103 - Entry Level Test - Subtlest and DE 1104 Entry-Level Test - Type was discussed. These edits were added to the edit program to flag incorrect SATI scores. These changes will be reflected in the Readiness for College Report. It was noted that the colleges should be reporting the verbal score in the reading and that if colleges should only report reading and writing scores together and should not report only one of the pair of scores.

PSAV Readiness for College Report

Due to a request received by the Division they have created a report of PSAV Readiness data. This report has been added to the Student Database Verification report series starting with the 1998 Winter/Spring End-of-Term. Statewide versions of this report are available for download using the file names CCxx.STU.PSAVRDYR.Tttyyyy and CCxx.STU.PSAVRDYD.Tttyyy. The record layout for these files is on page 61 of the Student Database handout. The rule requiring the Division to create this information can be found in the Student Database handout on page 62-64.

Anticipated AA Graduates for the 1999 Winter/Spring Term

We will again be asked to provide the ICUF with a list of students we anticipate graduating in the Winter/Spring term. Some concerns and questions were raised and Margaret said she would take those to David Armstrong and report back at the next meeting. Mainly the colleges would like a more time between the request for the data and the due date.

Partial Completers for Performance Based Program Budgeting

There was discussion as to how the coding on the Student Database will effect the way the Division selects partial completers for follow-up purposes. Topics around this discussion were the partial completer pool, are the colleges coding these data elements consistently, how will students changing in and out of programs be handled. The possibilities were discussed that a college could get paid more than once. Selection criteria was discussed but not decided.

Approval of the Minutes from the March 20, 1998 - Ginger Cruze

Harlow Kendig moved to accept the minutes Bill seconded and the motion passed.

Legislative Update and Budget - Ed Cisek

Ed Cisek presented a legislative update including a book titled Workforce Development Formula for Success. Ed informed the group that Performance Based Program Budgeting had the smallest increase ever even though it started out with the highest increase. The matching fund program might increase the number of students not faculty. On page nine of the WFD book they used a seven- percent increase in student fees for their calculations. Both the Senate and House see the equalization project as done. Ed asked that anyone needing a copy of the new DASIIY system to call Lacy. The Community College system received the same fee increase as the Public School Districts. Ed added that due to the fact that we spend less than the school districts that it would have the same effect as a small increase. Measure 3, excess hours, was taken out of Accountability. Because of this there would be excess hour report this year. State Licensure requirement was pulled out and black males were added in.

Statewide Student Advising System - Howard Campbell

Howard announced that due to John Walker leaving Broward that Manatee Community College would oversee the system. The steering committee along with a few additions is now the broad. The two student members are the student representatives form the State Broad of Community Colleges and the Broad of Regents. Howard also said that the network and funding are being increased to buy hardware. Each college should get a T1 line and some college will get more than one or a T3 line depending on anticipated demand. The Advising part of the system will be up September 1. With registration to follow. Howard said that colleges with major system changes might not be on board by the deadline. Howard gave an Internet web URL (<http://www.reg.ufl.edu/ovr/swplan.htm>) he said people interested in following this project should use this web site as a source of current information.

Technology Survey - Howard Campbell

Howard discussed the importance of having this type of information at the state level to show what the needs are at the colleges.

Financial Aid Database - Howard

Howard said the funding looked good for this project and we should see the project moving forward over the next year.

Workforce Development / SB1688 - Margaret Wingate

Margaret announced that a new COBOL compiler was installed at North West Regional Data Center and that this compiler is causing some problems with some of their programs. Copies of a proposed articulation agreement for Associate in Science to Baccalaureate degree were passed out and discussed. We also received copies of SB 1124. Margaret gave an overview, her interruption, of the workforce laws. She said there would be 16.5 million dollars in workforce and that PEPC would collect the grant applications. Data from the Student Database will be sent to Jay Pfeiffer for the purpose of building the Workforce Development Information System (WDIS). The WDIS was started this past Summer. FETPIP will do placement and retention studies from this information. Margaret said we would get the same funding as last year. 85 percent of the money will be received up front with the remaining 15 percent being earned by performances. Disabilities will be funded from a separate funding stream. Common definitions will be put in place and the Division will run data simulations. Details of the funding formula can be found in the handout. Changes to local follow up were discussed. Margaret gave an overview of the data flow to show how the system will work. The money for Associate of Science is still in Workforce Development. New Workforce Development verification report is in the handout and were discussed. These reports are to be run for 97-98 and could be used for the basis for 98-99 Workforce Development funding. Occupational completion points will need to be done at each individual college.

Facilities Data Base - Robert McMullen

Robert announced new room use codes would be made available at the Annual Reports Workshop.

Integrated Data Base - Robert McMullen

Reports for Fall 1997-1998 have been regenerated and are available for download from Northwest Regional Data Center. The selection criteria for these reports are in the handout.

Student FTE - Robert McMullen

Robert provided a handout and discussed the legislative impact on FTE. Robert said that in the next two weeks the FTE would be ready and due back to the division about a month later. FTE will not be used directly for funding purposes, however FTE will still be used for capital outlay and other budget processes. Robert said co-enrollment would be a separate FTE category. Robert also stated that the extra .25 is back in some of the laws, however, the division will continue to do FTE without the extra .25. Robert noted that in the future we might not be reporting adult FTE. The law says that students with fees exempted will be funded 100%. Robert remind the group verification reports from

the Student Database DO include the extra .25 and said to keep in mind these reports are not the official FTE.

Financial Data Base - Margaret Wingate

The first thing discussed in the handout were draft submission dates for the Financial Aid Database. A motion was made to accept the dates and the motion was passed. Remember this database is in a pilot year and is expected to be in pilot mode until 2000. We went over draft verification reports for Finance Database. See the handout for the selection criteria used to create those reports. The Finance Database will include details down to the organizational unit level. This is more detail than what was reported in the past.

Annual Reports Workshop - Howard Campbell

Howard asked that people intending to attend the workshop to use the pre-registration forms and send them into the division. Draft agendas for the workshop were handed out and discussed. Howard announced Pat Windham intends to hold a research issues meeting at the Annual Reports Workshop.

Old Business/New Business

During the discussion of the Microcomputer Project, it was mentioned that the Facilities Database and Personnel Database have been added to this project. Howard encouraged the members to visit the Divisions web site as it is undated often and sees an increase need in use for the site. Howard and others have been making some forward progress to make data available from other states and we believe this data may get used to allow us to do follow-up on our graduates that leave the state.

Next Meeting - Ginger Cruze

The next meeting will be July 1, 1998, in conjunction with the Annual Reports Workshop. Also discussed were dates for September meeting on September 17 and 18, 1998. This meeting will most likely take place in Orlando.