

IPEDS UPDATE

*OkAIRP Fall 2010 Conference
OSU – OkC
October 8*

AGENDA

- **2010-11 Data Collection Calendar**
- **Data Collection System Improvements**
- **Key IPEDS 2010-11 Changes and Improvements**
- **Looking Ahead to 2011 and Beyond**
- **IPEDS Resources and Help**

2010-11 Data Collection Calendar

Registration

Registration opens Includes: Registration Institution Identification IC Header Questions	August 4
UserIDs to KHs	August 4
Survey materials posted	August 4
Reminder notices sent to CEO (if KH not registered)	August 25

Institution ID and IC Header

- **Institutions were ENCOURAGED BUT NOT REQUIRED to complete these during the Registration period**
- **Both must be completed before Fall surveys can be started**
- **IC Header will be available until end of Fall collection and will need to be locked**
- **Institution ID is available through Spring**

Fall Collection

	Institutional Characteristics Completions 12-month Enrollment
Surveys	
Collection open	September 8
Keyholder close	October 20
Coordinator close	November 3

Winter Collection

Surveys	Human Resources
Collection open	December 8
Keyholder close	January 26
Coordinator close	February 9

Spring Collection

Surveys	Fall Enrollment Finance Student Financial Aid Graduation Rates Graduation Rates 200
Collection open	December 8
Keyholder close	April 13
Coordinator close	April 27

Prompting Communications

E-mail to KH (collection open)	Open
E-mail to KH (no data)	Close – 4wks
Phone to KH/CEO (no data)	Close – 2wks
E-mail to KH (all surveys not locked)	Close – 2wks
E-mail to KH (all surveys not locked)	Close – 1wk

Spring:

- **2 additional reminders that Spring collection is open, sent in This Week in IPEDS during February**
- **Close – 3wks reminder if no data entered since close of Winter but some data was entered prior to that**

Data Collection System Improvements

Data Entry Screens

Survey screens have been redesigned or modified

- **Include more direction at the point of data entry**
- **Clarified language so it's easier to understand**
- **Include more reference data:**
 - **More Previous Year (PY) values**
 - **More data from other parts, sections, components**
- **New Introduction & Summary pages**

Survey Instructions

- **New format in 2009-10 – easier to use:**
 - Survey directors standardized format and edited for clarity and consistency across surveys

- **For 2010-11:**
 - Instructions are included with survey forms and upload specs from survey materials pages <https://surveys.nces.ed.gov/ipeds/VisIndex.aspx>
 - Instructions include links to glossary terms
 - Instructions include list of relevant glossary terms and definitions at end

Edits

- **Error messages rewritten so data providers can more easily understand problems and solutions**
 - **Clearer language, more details, more data references, more solutions**
 - **All Fatal error messages include instruction to call Help Desk if data appear correct but error has occurred**
- **Survey directors collaborated on consistent editing across surveys**
- **Narrative edits rewritten to be more specific, and thus more useful**

Glossary

- **Ongoing review of glossary**
 - Adding new terms
 - Clarifying definitions
 - Updating language, references
- **New features for online glossary tool**
 - Search for terms by survey association
 - PDF option for downloading entire glossary (available now)

XML Upload

**XML upload option is
available in 2010-11 data
collection**

Fixing Prior Year Errors

- **Currently, all surveys are available for revision from start of fall collection to end of spring collection**
- **Monthly updates are made to College Navigator from Prior Year**

Key IPEDS 2010-11 Changes and Improvements

What are Key Concepts?

- **Developed by survey directors in response to the Technical Review Panel (TRP) suggestion that the AIR training module for new KHs, communicate key concepts for each component, rather than duplicating the web tutorial content**
- **These are the BASIC things a person needs to know in order to submit accurate IPEDS data**
- **However, it turns out that they're useful for veteran KHs as well...**

Institutional Characteristics Header Questions

IC Header Questions

- **Determine applicability and version for the remaining IPEDS survey components**
- **Helpful to have information in the data collection system as early as possible**
- **IC Header questions are from IC:**

A1 -- Educational Offerings?

B1 -- Institutional Control?

B2 -- Award Levels Offered?

B3 -- Calendar System?

B4 -- Enrollment Levels Offered? (no Estimated EF)

B5 -- Doctor's Professional Programs?

B6 -- Graduation Rate Cohort question

IC Header Key Concepts

- **Control and award levels**
- **Calendar systems**
- **Enrollment levels**
- **Full-time, first-time undergraduate students**

Institutional Characteristics Survey

IC Key Concepts

- **Tuition and price of attendance**
 - **Not the same thing, though they may be similar**
- **Price of attendance**
 - **Far reaching implications (College Navigator)**
- **Open admissions**
- **Programs**
- **Using credit hours or contact hours**

IC Change for 2010-11

- **Reinstate collection of selected professional tuitions**
 - **Doctor's level, not Master's level**

- **Accidental, temporary reporting reprieve last year**

IC Common Mistakes

- **Program reporters: not reporting price of attendance fields for the length of the program (i.e., reporting 12 months of cost for a 24 month program); this has important ramifications for net price**
- **<2 year reporters: selecting certificate length, based on approximated timeframe, instead of length in contact/credit hours; this makes for inconsistencies between level and the hours reported in price of attendance**
- **All: not understanding that admissions data is only for FTFT; also many do not really understand open admission – makes the data inconsistent**

Completions Survey

Completions Key Concepts

- **Completions vs. graduation rates**
 - Both are important for different reasons
- **Completions and completers**
 - A completer can have multiple completions
- **Zero completions**
 - Staying visible in College Navigator
- **CIP Codes**
 - Completions are reported by 6 digit CIP Codes
 - 2010 Completions uses 2010 CIP Codes
- **Award Level**
 - Each CIP Code needs to indicate award level(s)
 - 2010 Completions Survey uses new post-baccalaureate award levels

Completions

Common Mistakes

- **Most frequent errors selecting award levels for Divinity & Legal Degrees**
 - Code M.Div, M.Rav, and M.H.L as award level 7 (Master's)
 - Code LL.M, S.J.D./J.S.D as award level 7

- **CIP Series 22-Legal Professions and Studies**
 - CIP Code 22.0101 is strictly reserved for J.D.
 - LL.M, S.J.D./J.S.D should be coded using CIP Codes 22.0102-22.0299, which are reserved for legal research and advanced professional studies
 - Legal Secretaries, Paralegals, Court Reporters and other support services should be coded using CIP Codes 22.0301-22.0399

Completions

Common Mistakes

- **Coding Ed.D. degrees**
 - **Ed.D. can be coded as either**
 - **Award Level 17 (Doctor's degree – research/scholarship) or**
 - **Award Level 18 (Doctor's degree - professional practice)**
 - **Individual institutions make decision about which award level to use**
 - **Possible to report Ed.D. and Ph.D. under same CIP Code but different award level**

Completions and IC

- **Relationship between C and IC**
 - **Edit compares award levels reported on PY IC to CY Completions**
 - **All award levels which were reported on PY IC need to be included in CY Completions**
 - **If not, then an explanation needs to be provided**

Implementation of CIP 2010

Mandatory use of CIP 2010 in 2010-11
IPEDS as follows:

Component	Implementation
Completions for 2009-10	2010-11 IPEDS, Fall 2010
2010-11 Program tuitions on IC	2010-11 IPEDS, Fall 2010
2010 Fall Enrollment by CIP	2010-11 IPEDS, Spring 2011

Implementation of CIP 2010

- Institutions are encouraged to use CIP Wizard to see which of their CIPs are affected by CIP 2010
- Available under **IPEDS Resources**



CIP Wizard

Users can view a list of CIP codes used by a postsecondary institution for their last three years of Completions data and how these codes map on to the latest version of the CIP. Users can also generate custom reports by selecting specific CIP codes to see how they map to the latest version of the CIP.

New Postbacc Degree Categories

Implementation Dates		
	IC, EF	C, E12
2008-09	Optional	Optional
2009-10	Mandatory	Optional
2010-11	Mandatory	Mandatory

2010-11: First-professional degree category disappears

12-Month Enrollment Survey

E12 Key Concepts

- **Unduplicated 12-Month Headcount**
 - **Cumulative enrollment count over a full 12-month period**
- **12-Month Enrollment \geq Fall Enrollment**
 - **12-Month enrollment must be equal to or greater than the reported Fall Enrollment encompassed within the 12-Month time period**
- **Full-time equivalent student enrollment (FTE)**
 - **Intended to standardize actual student activity/course loads against a “normal” course load. Used mostly for comparative purposes.**
 - **Calculated from instructional activity data**
 - **Used in many derived variables and indicators in the DFRs**

E12 Common Mistakes

- **Don't forget your first-professional students**
 - **Under new postbacc reporting method, “the students formerly known as first-professional” are to be reported with graduate students. Graduate student enrollment now includes all postbacc students.**
 - **Seemed to especially be a problem in instructional activity reporting**

- **Report an alternate FTE, when appropriate**
 - **Difficult adjustment to reporting instructional activity of students formerly known as first-professional in with graduate student credit hours**
 - **Good example of when to report an alternate FTE**

- **Instructional activity \neq Length of program**
 - **Contact hour reporters should report total contact hour activity over the 12-month period, not the average for a student or the program length**

Fall Enrollment Survey

EF Key Concepts

- **Census date/snapshot**
- **First-time undergraduate student**
 - **No prior postsecondary experience. Exceptions:**
 - 1) **enrolled for the first time in prior summer term**
 - 2) **entering with advanced standing (college credits earned before graduation from high school)**
 - **Sets the GRS cohort and impacts other survey components (SFA, IC)**
- **Non-degree/certificate seeking students**
 - **Includes high school students enrolled for credit**
- **First-time student retention**

EF Change for 2010-11

- **Reinstate column for non-certificate seeking students**
 - **Public, 2-yr and <2-yr (sectors 4 and 7), non-degree granting institutions only**
 - **Large numbers of dual enrolled students were being lumped in with certificate-seeking students in the "All Other" column**
- **Has been approved by OMB, so column will reappear in 2010-11**

EF Common Mistakes

- **Don't forget your first-professional students**
 - Under new postbacc reporting method, “the students formerly know as first-professional” are to be reported with graduate students. Graduate student enrollment now includes all postbacc students.

- **Enrollment by Selected CIPs \leq Total Enrollment**
 - Reporting by the 9 selected CIP Codes (4yr institutions, every other year) must be \leq Total Enrollment (CIP 99)
 - Problem appears in reporting by gender and race/ethnicity

EF Common Mistakes

- **More students may be “retained” than you think**
 - **2-year and <2-year institutions report first-time degree/cert. seeking students from prior Fall that are still enrolled, but should also include those who completed their 1-yr or <1-yr program in that timeframe**

- **Entering Class = Students new to your institution**
 - **Entering class intended to represent all students new to your institution in a given Fall and provide context for the GRS cohort. Includes not only first-time and transfer-in students, but also non-degree/cert. seeking students new to your institution in the Fall.**

Race/Ethnicity Implementation Timeline

	EF, HR	C, E12, GRS
	Optional	Optional
2010-11	Mandatory	Optional
2011-12	Mandatory	Mandatory

Please note: Fall Staff reporting is OPTIONAL in 2010-11, but if institutions choose to report Fall Staff, they will be required to use the new categories.

Race/Ethnicity Resources

- **Still getting some questions...**
- **IPEDS Webpage (from **IPEDS Resources**)**
 - **Links, document, FAQs**
- **AIR Webpage**
 - **Links, webinars, FAQs, discussion board**
 - **Discussion board is monitored by 3 members of AIR race/ethnicity committee who answer questions submitted**
- **SHEEO Webpage**
 - **Links, Background, FAQs, discussion board**

Graduation Rates Survey

Graduation Rates

Key Concepts

- **Student Right to Know**
- **Cohort**
 - **Once in the cohort, always in the cohort!**
- **100%, 200% (GR200)**

GRS Common Mistakes

- **Institutions should provide detailed explanations for large changes in grad rates from PY to CY**
 - **This will result in fewer call backs from Help Desk**
 - **These show that the respondents understood the concepts**

- **IPEDS will provide better information about cohort revisions and how and when these should be done**

- **IPEDS will be clarifying or updating some definitions and instructions regarding:**
 - **Remedial education**
 - **Degree-seeking**
 - **Transfers**

Student Financial Aid Survey

SFA Key Concepts

- **Aid Received**
 - **Aid awarded and accepted**
- **Reporting Period**
 - **Based on predominant calendar system:**

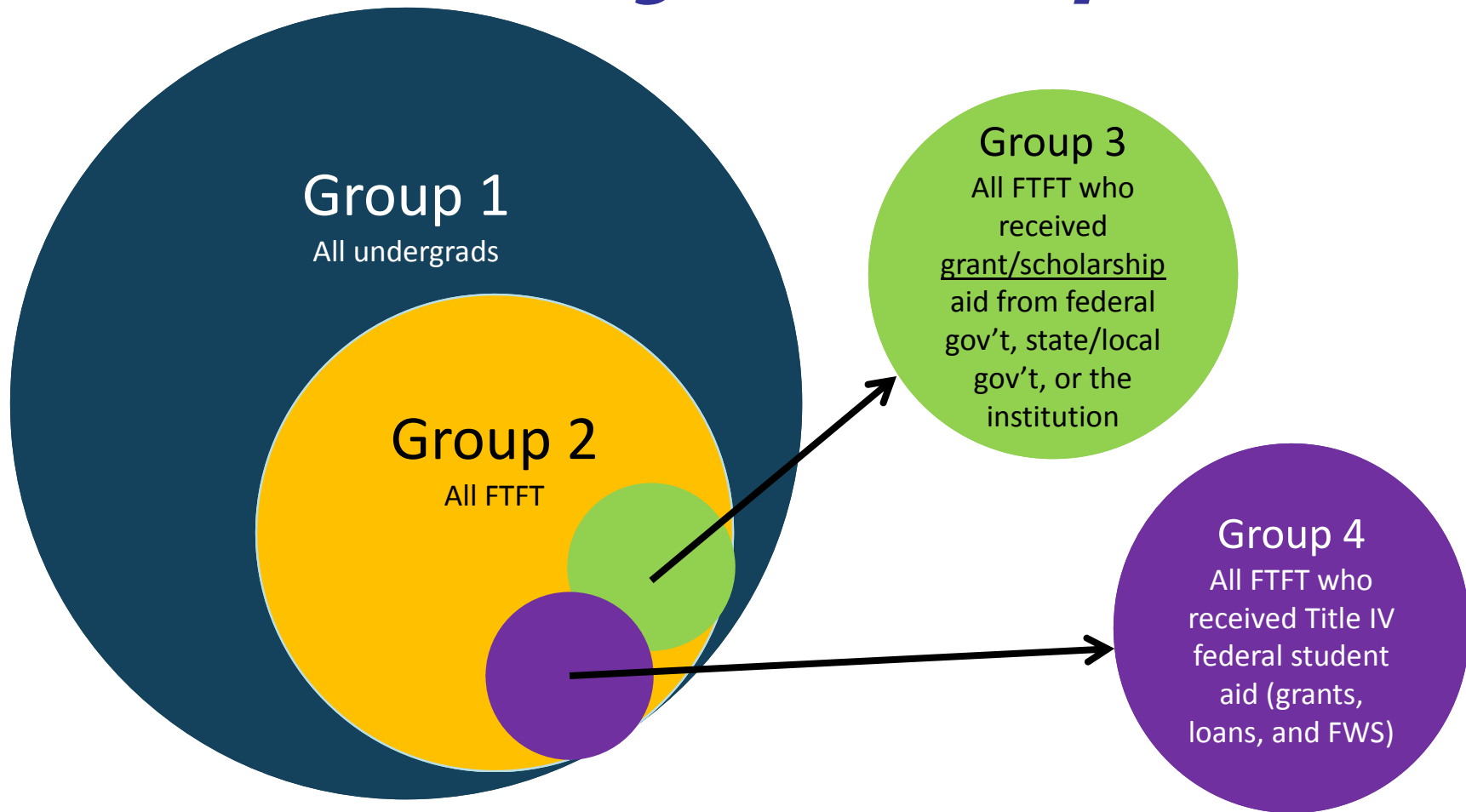
Academic reporters	2009–10 academic year
Program reporters	Calendar year between September 1, 2009 and August 31, 2010

SFA: The Groups

- **Group 1: All undergraduates**
- **Group 2: Of Group 1, full-time, first-time (FTFT) degree/certificate-seeking students**
- **Group 3: Of Group 2, students who received any grant/scholarship aid from the federal government, state/local government, or the institution**
- **Group 4: Of Group 2, students who received any Title IV federal student aid (grants, loans, Federal Work-Study)**

For public institutions, Groups 3 and 4 are students paying in-state or in-district tuition rate

SFA Key Concepts



SFA Resources

- The Student Financial Aid survey is usually completed by financial aid administrators who may or may not be privy to other aspects of IPEDS data collection.
 - Ensure that staff involved have all survey materials (e.g., instructions, glossary, etc.).
 - Data providers should have access to the Data Collection System.
- Start early.
 - SFA survey materials are available on **August 4, 2010**.
 - Data collection opens on **December 8, 2010**.
 - Deadline for keyholders is **April 13, 2011**.
 - Gather the required data elements as soon as they're available.

SFA Resources

- **What Data Providers Will Need**
 - **Survey instructions and other materials**
 - **Financial aid information about each student group**
 - **Living arrangement information for FTFT undergraduate students who received grant/scholarship aid**
 - **Living arrangement information and income categories for FTFT undergraduate students who received Title IV federal student aid**

SFA Resources

- **Connection to the IPEDS Institutional Characteristics (IC) Component**
 - **IC completed in Fall 2010**
 - **IC data elements that have an impact on SFA:**
 - **Pricing information**
 - **Living arrangement options**
- **Interactive Edits and Error Checks**
- **IPEDS Glossary**
 - <https://surveys.nces.ed.gov/ipeds/VisGlossary.aspx>

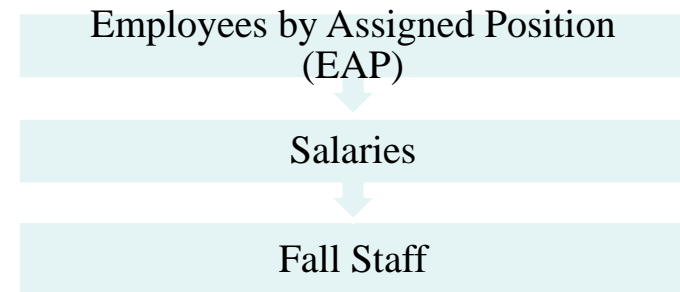
Human Resources Survey

HR Key Concepts

- **Count each person ONCE**
- **Report by primary function/occupational activity**
- **No fractions**

HR: How to enter data

- Enter data in order 



- If data are changed in one section/part, change data in corresponding section/part – **non-matching data below**

HR section	Technical and paraprofessionals	Clerical and secretarial	Skilled crafts	Service/ Maintenance
EAP	2	4	6	8
Fall Staff section: Total (men + women)	3	5	7	9

Finance Survey

Finance Key Concepts

- **Data intended to come from the institution's audited financial statement**
 - **Financial statements are a key starting point for reporting, but be aware that you may need to modify slightly to meet IPEDS requirements**

- **Many derived variables and indicators in the Data Feedback Reports use Finance and Enrollment data**
 - **Instructional expenses per FTE**

- **Reporting of negative numbers is allowed in some fields**
 - **Negative investment income, etc.**

- **GASB-reporting of expenses for the aligned form combines operating and non-operating expenses**
 - **In old form there were operating expenses, and then interest was in non-operating expenses**

Finance 2010 Changes

Adding these items:

- **Context box for endowment information**
- **Prior year totals for functional expenses**
- **Calculated total expenses per student FTE under expense grid**
- **Calculated total revenue per student FTE**

Alignment of Finance Forms

- **Purpose: To increase comparability of finance data**
- **Changes improve utility of data and improve financial transparency of the institutions**
- **Mandatory use of aligned forms in 2010-11**
IPEDS

Looking Ahead to 2011 and Beyond

OMB Clearance Process

- **Under Paperwork Reduction Act, IPEDS must receive clearance from Office of Management and Budget to collect data**
- **Next OMB clearance will cover 2011-12, 2012-13, 2013-14 data collections; process will likely begin late Fall 2010**
- **OMB clearance process has two public comment periods (60 days and 30 days) to respond to new estimates and any proposed changes to IPEDS**

Note about 2011-12 Collection Calendar

- **SFA will become a Winter survey, per recommendation of TRP (if approved by OMB)**
- **Winter data collection**
 - **3 wks longer than 2010-11**
 - **Open approximately 2nd week in Dec**
 - **Close to KH approximately mid-Feb**

Note about 2011-12 Collection Calendar

- **To more closely align collection of SFA with IC**
 - **May be helpful to institutions when net prices are calculated on SFA**
 - **Currently, NO revisions to IC pricing data can be accepted during most of the time when SFA is open**
 - **NCES would like to be able to accept IC pricing data revisions once institutions see the net price calculations on the SFA worksheets, and this will be possible if SFA is a Winter survey**

***IPEDS HR
and the
Standard Occupational
Classification (SOC)
System***

SOC System

- **SOC system is used by Federal statistical agencies to classify workers and jobs into *occupational categories* for the purpose of:**
 - **Collecting, Calculating, Analyzing, or Disseminating Data**
- **Federal agencies that publish occupational data for statistical purposes are required to use the SOC in order to increase data comparability**
- **State and local government agencies are strongly encouraged to use the SOC to promote a common language for categorizing and analyzing occupations**

HR and the 2010 SOC

- **IPEDS HR uses the SOC system for classifying employees**

- **SOC recently revised**
 - <http://www.bls.gov/soc/home.htm>
 - **Contains 840 detailed occupations**
 - **24 new occupations**
 - **No substantive changes for about 90% of them**
 - **Occupational areas with significant revisions and additions:**
 - **Information technology**
 - **Healthcare**
 - **Printing**
 - **Human resources**

- **IPEDS HR will NOT include the 2010 SOC for the 2010-11 data collection**
 - **Implementation for 2011-12 will be requested from OMB**

*Status Update on
HEOA
Requirements*

HEOA

- **Higher Education Opportunity Act of 2008
(PL 110-315)**
- **Signed into law August 14, 2008**
- **Several provisions mandate new **reporting** requirements (e.g., consumer info being reported for College Navigator through IPEDS, multi-year tuition calculator on Navigator)**
- **Many new **disclosure** requirements (e.g., employment placement rates, graduation rates by federal aid categories, net price calculator)**
 - **Institutions should be aware of these but they are not IPEDS**

Disclosures -- Resources

- **A National Postsecondary Education Cooperative (NPEC) working group has developed a handbook to assist institutions with identifying disclosure requirements and “suggested practices” for making the info available to students**

- **NPEC guide is available from IPEDS website, under **NPEC: IPEDS R&D****

- **Department HEOA website:**
 - **<http://www.ed.gov/policy/highered/leg/hea08/index.html>**

NPEC Report

- **Summary of HEOA disclosure requirements**
 - **Subject area, Requirement applies to, Requirement, How disclosed**
- **Posting disclosure information on institutional websites**
 - **Summary of requirements by disclosure method**
- **Suggestions for providing disclosure information**
 - **E.g., adopt a 3-click approach, develop a single webpage with links**
- **Additional resources**

Net Price Calculator

- **On October 29, 2009, U.S. Dept of Education made available a template for this calculator that institutions may use**
- **Institutions have 2 years from the release of the template to post their calculator on their own institutional websites**
- **An institution may use either the net price calculator developed by the Department or it may develop its own**
 - **Institutionally developed calculators must include “at a minimum the same data elements” found in the Department’s template**
- **The Department will not collect data from the calculator, but institutions will have to report the URLs for their calculators**

AIR Net Price Calculator Resource Center

- <http://www.airweb.org>
- **Discussion Board – join the discussion!**
- **FAQs**
- **Links -- Index of links to resources at various Web sites**
- **Presentations, Papers and Articles -- View and/or download ppts, webinars, manuscripts, and more**
 - **Net Price Calculator webinar has had many, many viewings**

IPEDS Resources and Help

IPEDS Help Desk

IPEDS Help Desk

- **Data Collection**

- **Phone:** **1-877-225-2568**
- **Email:** **ipedshelp@rti.org**

- **Data Tools**

- **Phone:** **1-866-558-0658**
- **Email:** **ipedstools@rti.org**

NCES Resources

- **IPEDS Homepage**
<http://nces.ed.gov/ipeds/>
- **IPEDS Resource Center**
<http://nces.ed.gov/ipeds/resource/>
- **IPEDS Training & Outreach**
<http://nces.ed.gov/ipeds/outreach/>
- **IPEDS Glossary**
<http://nces.ed.gov/ipeds/glossary/>
- **IPEDS Surveys**
<https://surveys.nces.ed.gov/ipeds/>
- **IPEDS Contact Info**
http://nces.ed.gov/ipeds/contact_info/

AIR Resources

- **AIR Homepage**
<http://www.airweb.org>
- **AIR's IPEDS Resource Center**
<http://www.airweb.org/ipeds>
- **Workshops**
<http://www.airweb.org/ipedsworkshops>
- **Tutorials**
<http://www.airweb.org/?page=2002>

Questions?

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