HEI Liaisons Conference Call Agenda and minutes – 5/26/2016

1. New data analysts – Katie Hensel - [KHensel@highered.ohio.gov](mailto:KHensel@highered.ohio.gov)

Josh Todorovski - [JTodorovski@highered.ohio.gov](mailto:JTodorovski@highered.ohio.gov) and Jennifer Morack - [JMorack@highered.ohio.gov](mailto:JMorack@highered.ohio.gov)

1. First Time Enrolled in Admission Area Switch – guidance and discussion – see below
2. Technical certificates and non-credit certificates – becoming an area of interest for policy makers. Just a head’s up that more data collection may be coming.
3. Survey about SIS systems – we will send out a short survey to find common SIS systems in an attempt to work with the vendors on upcoming changes to HEI
4. HEI Project update - File layout and formatting issues – looking for volunteers to send us files prior to submission to the data input portal. In the future, we would like to offer an option to submit to the new system as a trial to see if the files meet the new system specs. That will be coming in the next 6 to 8 months.
5. CCP payments and access to student rosters through the Safe Accounts – see below
6. CCP year-end reporting requirements – still on schedule to begin mid-June to collect the College Readiness Assessment data. There will also be compliance questions about providing professional development for adjunct faculty, doing observations, and adjunct faculty qualifications.
   * The private higher eds also have 2 additional files they need to submit – demographics and the student data file with an additional variable to capture course outcome. You DO NOT need to submit these files because the data is already part of HEI.
7. IPEDs updates - <http://apps1.seiservices.com/nces/ipeds2016/Agenda.aspx>
8. Anything else?

**First Time Enrolled in Admission Area Switch Guidance**

The College Credit Plus (CCP) program has increased the number of dually enrolled high school students attending Ohio’s public colleges and universities. As a result, there have been an increasing number of questions regarding how to populate the “First Time Enrolled in Admission Area Switch” in the Student Entrance (SE) file.

The most common use of this field has been to determine when and where students begin their studies as “regular” college students. For example, in reports on developmental course enrollment, the cohort analyzed is often a set of “first-time” freshmen students.

Confusion about the use of this field arises in cases where students begin taking college courses while they are in high school. If John Smith, a high school senior, takes his first college course in Fall 2015 at “Local Community College,” a Student Entrance file record is submitted for him with the following information:

Admission Area – HGH

Year of First Enrollment – 2015

Term of First Enrollment – AU

First Time Enrolled in Admission Area Switch – Y

When John Smith graduates from high school in June 2016 and enrolls as a “regular” college student in Fall 2016, the college where John is enrolled will submit a new Student Entrance file record. The new SE record is submitted even if John continues to attend “Local Community College.”

The new SE record should contain the following information:

Admission Area – UND

Year of First Enrollment – 2016

Term of First Enrollment – AU

First Time Enrolled in Admission Area Switch – Y.

Sometimes, especially in the cases where students continue enrollment at the colleges that they attended while they were high school students, the First Time Enrolled in Admission Area Switch is being set to “N.”.

**Reporting Recommendation:**

Student Entrance file data for the Admission Area, Year and Term of First Enrollment, and the First Time Enrolled in Admission Area Switch should be reported as described above. Students who take college courses while in high school and continue in college after high school graduation will be reported as “First-Time” twice.

**SE File Documentation:**

|  |  |  |
| --- | --- | --- |
| [**First Time Enrolled in Admission Area Switch**](http://regents.ohio.gov/hei/datasubdoc/enrollment/sefile.php#C) | For students in the High School (HGH) and Undergraduate (UND) Admission Areas, enter Y if this (Year and Term of First Enrollment at this Institution) is the first time that the student has enrolled in any higher education institution in that Admission Area.  For students in Graduate (GRD), Non-degree Graduate (NDG), and Professional (PRO) Admission Areas, report as N. | Alphabetic   1 character   Column 38 |

***First Time Ever Enrolled in Admission Area:*** *The primary purpose of this field is to determine when students in the high school and undergraduate admission areas have begun their college course-taking in those admission areas. The field does not apply to graduate and professional students – all students in those admission areas will have a value of “N” in this field. Special care must be taken to reset the “first-time” switch to “Y” when high school students who have taken college courses graduate from high school and begin attending college as regular college students.*

CCP Payment information:

* There will not be a way for you to reconcile the payment that was made in April. It was a partial payment based on a subset of reconciled records.
* ODE will make another payment to colleges and universities hopefully before the end of June. That payment will include how the payment was calculated (number of credits, by district, and term, etc.). Sample report is below.
* The student level data will be available to view in ODDEX, ODE’s system to allow colleges and schools to review data. In order to gain access to this system, you must have a SAFE account with ODE and your OEDS administrator must assign you with the role of “Commenter-CCP.” We have a follow up meeting to discuss how to help college personnel gain access to this system as needed.
* OEDS link - <https://webapp2.ode.state.oh.us/oeds-r/query/default.asp>
* Search for your organization
* Once you are on the organization page, look for the Personnel Tab
* Find the person with the OEDS administrator role and they can set you up with the Commenter-CCP role
* Any questions, please let me know or email [Safe.Admin@ode.state.oh.us](mailto:Safe.Admin@ode.state.oh.us)
* The payments for CC+ will go to the main campus, just as your SSI payments would have. Our understanding is this is consistent with past practice.
* The data for non-public/home school students is anticipated to be available for use by the end of the month, so we anticipate a full payment in June.

Ohio Department of Education

Office of Budget and School Funding

College Credit Plus Payment Report

FY 2016

SAMPLE REPORT

Higher Ed Name: University State

Higher Ed IRN: 099999

**College Credit Plus Course Categories and Default Amounts**

|  |  |  |
| --- | --- | --- |
| **CCP Course Category** | **Semester** | **Quarter** |
| **OC:** College Course delivered on the college campus or at another location operated by the college | **$163.23**  (Default Ceiling Amount) | **$108.82**  (Default Ceiling Amount) |
| **OL:** College Course delivered online | **$163.23**  (Default Ceiling Amount) | **$108.82**  (Default Ceiling Amount) |
| **CI:** College Course delivered at the high school but taught by college faculty | **$81.62**  (50% Default Ceiling Amount) | **$54.41**  (50% Default Ceiling Amount) |
| **HI:** College Course delivered at the high school AND taught be credentialed high school teacher | **$40.81**  (Default Floor Amount) | **$27.21**  (Default Floor Amount) |

Schools and colleges may enter into alternative payment agreements for tuition, textbooks, and fees. Payments may not be less than the Default Floors Amounts unless approved by the chancellor. Payments may not be more than the Default Ceiling Amounts.

**Summary Payment Table**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **District IRN** | **District/School** | **Semester or Quarter** | **Term** | **CCP Course Category** | **Alternate Payment Structure (Y/N)** | **Rate per College Credit Hour**  **(Varies by College)** | **Total Number of College Credit Hours** | **Total Payment**  **(Total College Credit Hours \* Rate per Credit)** |
| 999999 | ABCD District | Semester | AU | OC | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 999999 | ABCD District | Semester | AU | OL | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 999999 | ABCD District | Semester | SP | HI | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 888888 | ABC District | Semester | SP | OC | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 888888 | ABC District | Semester | AU | CI | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 888888 | ABC District | Semester | SP | HI | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 777777 | XYZ District | Semester | AU | OC | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 777777 | XYZ District | Semester | AU | OL | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 777777 | XYZ District | Semester | SP | HI | Y | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 666666 | Private School A | Quarter | SP | OC | N | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 666666 | Private School A | Quarter | AU | OL | N | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 666666 | Private School A | Quarter | SP | CI | N | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 666666 | Private School A | Quarter | AU | OC | N | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 666666 | Private School A | Quarter | AU | CI | N | $9,999.99 | 999,999.99 | $999,999,999.99 |
| 666666 | Private School A | Quarter | SP | HI | N | $9,999.99 | 999,999.99 | $999,999,999.99 |
| **Total** |  |  |  |  |  |  |  | $999,999,999.99 |