

## MARYLAND

### Maryland Higher Education Commission

- Coordinating board
- Data collected from 2-year public, 4-year public, and independent (private, non-profit) institutions in the state
- Financial aid entity
- The Maryland State Department of Education has received 2 NCES Statewide Longitudinal Data Systems grants (FY06, FY09), totaling over \$11.6 million.

#### BACKGROUND INFORMATION

SUR NAME **Higher Education Information System**

Year SUR Established **1977**

Last period of upgrade/modification **Since 2000**

Start up funds received **no**

Recurring funds received **no**

#### Reasons SUR was Established

- IPEDS reporting
- tracking student retention/graduation
- tracking students across institutions
- federal civil rights compliance

#### Legal Authority to Collect Data

- state law creating coordinating or governing board
- administrative regulations/rules issued to interpret state law(s)
- coordinating or governing board policy interpreting state law(s)

#### INSTITUTIONAL COVERAGE, TYPES OF DATA, AND METADATA

##### Institutional Coverage

- 2-year public
- 4-year public
- independent (private, non-profit)

##### IPEDS Roles

###### Verification

- coordinator

###### Reporting

- coordinator

##### Participation in IPEDS Surveys

- Completions (C)
- Human Resources (Employees by Assigned Position (EAP), Fall Staff (S), and Salaries (SA))
- Fall Enrollment (EF)
- Graduation Rate (GRS)

##### Types of Data Collected

- postsecondary academic history (*placement test scores, transfer*)
- demographic
- postsecondary enrollment
- course-level information
- financial aid
- completions
- non-credit instructional activity (*pre-college courses [remedial, developmental]*)
- academic program inventory
- labor/workforce/Unemployment Insurance

#### Authority to Change Data Elements/Definitions

- agency/entity staff
- group that includes appropriate institutional/campus personnel

#### Internal Primary Key(s) to Build Longitudinal Records

- Social Security Number (*no plans to discontinue use as internal primary key*)

#### Metadata

##### business procedures

- data element dictionary
- data submission/reporting procedure
- data certification forms

##### technical procedures

- data validation/data checking procedure
- data audit procedure
- statistical mechanisms used to alert institutional user of successful or unsuccessful data validation

#### USES OF SUR DATA

##### Current Uses and Purposes

- decision-/policymaking
- generating reports and statistics (internal and external)
- consumer information for prospective students
- research
- cross-sector collaboration (K-12, labor, etc.)
- other purpose (*accountability compliance*)

##### Types of Reports

- articulation
- completions (*independent institutions included*)
- distance education
- enrollment (*independent institutions included*)
- facilities utilization
- financial aid (*independent institutions included*)
- high school feedback (*independent institutions included*)
- mobility/migration
- non-credit instructional activity
- performance measures
- remediation (*independent institutions included*)
- retention (*independent institutions included*)
- transfer (*independent institutions included*)
- tuition/fees/college costs (*independent institutions included*)



**Audiences Receiving Some or All Reports**

governor's office, legislature, coordinating or governing board, K-12 (agency, districts, and/or schools), other state agencies, federal agencies, general public, other audience (segmental agencies [Maryland Association of Community Colleges, University of Maryland System Office and Maryland Independent College and University Association] and Institutions [public and independent non-profit])

**LINKING ARRANGEMENTS WITH AGENCIES, STATES, AND ORGANIZATIONS**

**State P-20 Data Warehouse** no

**Links to State Agencies/Entities**

-state education agency (K-12)

**Access to K-12 agency elements** no

-labor/workforce

**Access to labor/workforce agency elements** yes

**Links to Other States** no

**Links to External Organizations** no

**Primary IDs Used in Matching**

-Social Security Number

**Demographic Elements Used in Matching**

-other data element (*academic program [Carl Perkins only]*)

**Legal Mechanisms Enabling Linking**

-memorandum of agreement/understanding

**Performance Measures Requiring Linking** yes (*Workforce Investment Act employment status and wage levels*)

**Barriers to Linking**

-legislation (*lack of legislation*)

-resources

-lack of common identifiers/crosswalks

-incompatible systems

-FERPA concerns

**MECHANISMS TO ENSURE DATA QUALITY**

**Responsibility for Entering Data**

-office/division within agency/entity

**Responsibility for Checking/Verifying Data**

-office/division within agency/entity

**Method of Informing IR Personnel of Data Submission Inconsistencies**

-manual notification (e.g., email, phone call from agency/entity)

-automated notification (e.g., web-based, program-based method)

**On-site Institutional Data Audits** yes

**Frequency** annually

**Professional Development for IR Professionals** yes

**Mandatory?** no

**Frequency** as needed

**DATA ELEMENTS COLLECTED**

**Postsecondary Elements (36)**

*demographic*

- student name
- ✓ - date of birth
- ✓ - gender
- ✓ - race/ethnicity
- ✓ - Social Security Number
- K-12 identification number
- ✓ - Institutional identification number
- student identification number
- ✓ - citizenship
- ✓ - state residency status

*postsecondary academic history*

- admissions scores
- placement scores
- ✓ - prior college(s) attended
- transfer credits

*enrollment status*

- ✓ - degree seeking status
- ✓ - attendance status (full-/part-time)
- ✓ - 1<sup>st</sup> term of academic history
- ✓ - program/major

*financial aid*

- ✓ - dependency status
- ✓ - family income
- ✓ - federal financial aid
- ✓ - state financial aid
- ✓ - institutional financial aid
- ✓ - other financial aid
- ✓ - merit-based financial aid
- ✓ - need-based financial aid
- ✓ - FAFSA fields

*academic activity*

- course title
- course mode of instruction
- course grade
- ✓ - term student credit hours (SCH) attempted
- term SCH earned

*academic attainment*

- ✓ - degree awarded
- ✓ - degree date
- cumulative SCH earned
- cumulative GPA

**K-12 Elements (13)**

*demographic*

- student free and reduced-price lunch eligibility
- language spoken at home
- disability status

*high school background*

- ✓ - high school attended
- district/school code
- student resident county-district code

*academic activity*

- date student enrolled
- course type
- course title
- course grade

*academic attainment*

- ✓ - high school GPA
- ✓ - high school graduation date
- assessment scores

**Labor/Workforce Elements (15)**

- employer ID number
- employer size (# of employees monthly)
- employer county
- ✓ - wages earned
- wage type code
- hours worked
- ✓ - employment quarter code
- employment year
- date student/employee applied for Unemployment Insurance (UI)
- date student first received UI check
- other agencies providing services to student while student is receiving UI
- U.S. Census North American Industry Classification System (NAICS) code
- U.S. Census NAICS title
- U.S. Department of Labor Standard Occupational Classification (SOC) code
- U.S. Department of Labor SOC title