

## **STATUS OF PROGRESS, August 2007**

### Implementation of Recommendations, Program Coding Task Force

#### **1. Schedule Data Quality Site Review**

Done. First progress report to the FDOE has been completed.

#### **2. Monitor headcount enrollments: 1) develop an internal unduplicated enrollment report and 2) expand review of the official headcount report (AA1A) to stakeholders.**

Completed an *Annual Unduplicated Enrollment Report* with distribution to HCC Community and a presentation to the BOT in Dec. 2006. This has been followed by a Fall Semester Report issued in spring 2007. The Spring Semester and 2<sup>nd</sup> Annual Report are upcoming.

A regular review of the AA1A began in spring semester 2007 with deans/directors. Due to their unfamiliarity with the data, their feedback was limited. This effort must continue for stakeholders to provide value-added input into the accuracy of the data reflecting the programs they manage. A review of the status and specific State Reports from the Student Data Base for summer end-of-term and fall beginning-of-term will be shared at the September 10 Deans and Directors meeting.

#### **3. Use the most recently applied program as a student's official program code.**

This effort has been replaced by one in which the student's official code is the one in which they have the most activity as evidenced by the student's progress towards degree completion as reported on the Student Data Base. Additional investigation is needed here to determine if this approach reflects the students' intended educational pursuit.

#### **4. Refine business rules & programming logic impacting state reporting with special emphasis on data supporting state performance measures, i.e. FTIC.**

Efforts have been made to correct the programming issues leading to an inaccurate identification of the FTIC. At present, IR is conducting a study to determine the degree of error in past reporting of FTIC.

#### **5. Automated notification to students after having completed 15/30/45 college credit hours to verify their program code.**

A project request to IT has been submitted and ranked 3<sup>rd</sup> in prioritization by the ASAC for implementation in 2008.

#### **6. Develop & implement auto-graduator routine with first phase restricted to college credit certificate programs.**

This has been identified as priority #4 by the ASAC. Its projected start date for development is 2008.

#### **7. Implement Datatel's E-Advising system.**

An IT project request has been completed and ranked #5 in priority by the ASAC. The programs have been received but implementation is slated for 2008.

#### **8. Implement "General Freshman" designation.**

To date, a project request to IT to begin use of the General Freshman category has been issued and prioritized by the ASAC. It is slated for implementation in 2008.

#### **9. Eliminate option of allowing students to have two degree program codes (i.e. AA and AS, or two different AS, etc.)**

Implementation of recommendation #3 should remedy this. It should be recognized that some students are deliberately pursuing two degrees (i.e. nursing).

**10. Produce class section rosters with student program codes for faculty verification.**

This is available but usage varies widely. Eventually, the rosters should be available for online verification. The workforce Deans will be asked if they would like rosters produced for their faculty at their September 10 meeting.

**11. Develop an alternative program code for financial aid funding instead of dumping them in AA.**

Director of Financial Aid shares that there were technical degree programs that were ineligible to receive financial aid for their students. This was due to not having them on a federal listing of eligible programs. She has updated the federal roster for those programs that HCC's internal computer programs will accept (all but short-term programs that don't meet institution-imposed thresholds for credit or clock hours).

**12. Use Campus Cruiser to allow students to verify the accuracy of their program codes.**

The Datatel product, E-Advising, provides the ability for a student to review and verify their program information with an assigned advisor. Most likely, the implementation of this feature will be sometime in 2008 – see recommendation #7. Campus Cruiser will probably not be the tool that will be used to provide program verification.

**13. Have a workshop with student services personnel on program coding.**

A meeting was held with the new VP of Student Services. Subsequently additional meetings have occurred regarding the importance of accurate program coding among student services deans and Admissions/Registration and Records personnel.

**14. Provide clear cut direction about program codes and criteria to staff/advisors/faculty.**

See recommendation #13, 10. Continue to maintain awareness of the issue in newsletters, research briefs, all college-day, faculty in-service, ongoing training/discussion sessions with Advisors and Admissions/Registration and Records staff, etc.

**15. Appoint task force to review the entire advising system.**

The recently appointed VP of Student Services has appointed an Enrollment Management Planning Steering Committee that will be examining this matter as well as others. The inaugural meeting of the Committee is slated for September 14.