INDIANA COMMISSION *for*
HIGHER EDUCATION

PMS II-B: At-Risk On-time Graduation Rate PFF Metric

Instructions

2019-2021

PMS II – B At-Risk On-time Graduation Rate

Overview:

Collects data necessary for the performance funding formula at-risk metric.

Who Reports:

All institutions.

What To Report:

For the last six fiscal years, report the number of students who graduate on-time out of the number of students that started as first-time, full-time Indiana resident at-risk students in the fall semester 3 years prior for bachelor's degree seeking students or 1 year prior for associate degree seeking students.

- The reporting year represents the "on-time" time limit for the student to earn the degree initially sought.
  - Students counted in the 2 Year Institutions (Associate Only) category include students starting 1 year prior to the reporting year. E.g., 2016-2017 would include students beginning as first-time, full-time resident students in fall 2015.
  - Students counted in the 4 Year Institutions (Bachelor Only) category include students starting 3 years prior to the reporting year. E.g., 2016-2017 would include students beginning as first-time, full-time resident students in fall 2013.
- 2 Year Institutions (Associate Only) category includes only students that initially sought an associate degree in the fall semester they entered as a first-time student.
- 4 Year Institutions (Bachelor Only) category includes only students that initially sought a bachelor's degree in the fall semester they entered as a first-time student.
- Residency status should be based on the residency during the fall semester that they entered as a first-time student. This should only include resident students and not those attending college through reciprocity agreements.
- Full-time status should be based on the student's credit load as of the census date of the fall semester that they entered as a first-time student. To be considered full-time, a student must be enrolled in 12 or more credit hours.
- At-risk status should be based on whether the student received a Pell grant in the same year they were reported as a first time student. Note: Financial Aid calendars may not line up with the fiscal year requirement for this report. See below for how ICHE uses CHEDSS data to pre-populate the data.
- For a student to be considered as receiving a degree on time, the following must be true:
  - Student must complete the degree they initially sought. E.g., a student who started as seeking a bachelor's degree must earn a bachelor's degree. An exception is a VU student that initially sought an associate's degree. If these

students complete a bachelor's degree at VU within two years instead of an associate degree, they are still counted as an on-time completer.

- o Students must complete the degree by August 31st of the reporting year. E.g., for 2016-2017, a student would need to earn a degree by August 31, 2017.
- o Student must complete the degree from the same institutional system that they initially enrolled. Generally, an institutional system includes just a single institution. Indiana University System (IUB, IUPUI, IUE, IUSB, IUSE, IUNW, and IUK) and Purdue University System (PUWL, IPFW, and PNW) are these exceptions.
- Ivy Tech Community College should report data for 2 Year Institutions (Associate Only) category only.
- Vincennes University should report data for both the 2 Year Institutions (Associate Only) and the 4 Year Institutions (Bachelor Only) categories.
- All other institutions should report data for the 4 Year Institutions (Bachelor Only) category only.
- All other institutions should report data for Bachelor's Degrees, Master's Degrees, and Doctoral Degrees only
- Purdue West Lafayette should exclude Statewide Technology degrees
- IUPUI should exclude degrees from IU School of Medicine and IU School of Dentistry

Form Validation:

- Data entered must be a non-negative whole number.
- Number of students receiving a degree on time has to be less than or equal to the number of students entering first-time, full-time (e.g., the on-time graduation rate cannot be greater than 100%)

ICHE Pre-population Logic:

This is new to the PFF metric calculations for the 2019-2021 biennium. As such, the full six years of data were pre-populated using the credits, degrees conferred, financial aid, student profile files using the fields and logic below.

Source: Credits File (CR)

Field ID	Data Element	Use
CR01	Reporting Year	Used to determine in which year a semester occurred in; Used to link data to SP file
CR03	Student Identifier	Used to link data to SP file
CR04	Semester	Used to identify fall semester
CR05	Student Entry Type	Used to determine first-time entry status
CR08	Student Residency Status	Used to determine residency status

Field ID	Data Element	Use
CR07	Degree Level	Used to determine degree initially sought 03=Associate 05=Bachelor's
CR24	Total Credit Hours (Census)	Used to determine student's full-time status

Source: Degrees Conferred File (DE)

Field ID	Data Element	Use
DE01	Reporting Year	Used to link data to SP file.
DE03	Student Identifier	Used to link data to SP file.
DE06	First Degree Conferred Degree Type	Used to determine degree level of degree earned 03 = "Associate Degrees" 05 = "Bachelor Degrees"
DE07	First Degree Conferred Date	Used to determine the date the degree was granted.
DE09	Second Degree Conferred Degree Type	See DE06 use notes.
DE10	Second Degree Conferred Date	See DE07 use notes.
DE12	Third Degree Conferred Degree Type	See DE06 use notes.
DE13	Third Degree Conferred Date	See DE07 use notes.
DE15	Fourth Degree Conferred Degree Type	See DE06 use notes.
DE16	Fourth Degree Conferred Date	See DE07 use notes.

Source: Financial Aid File (FA)

Field ID	Data Element	Use
FA01	Reporting Year	Used to link to credits file (CR)
FA03	Student Identifier	Used to link to credits file (CR)
FA07	Pell Grant Disbursement Amount	Used to determine whether student received a Pell grant (e.g., only records with a value greater than zero are included)

Source: Student Profile File (SP)

The student profile data (name, DOB, etc.) is used to link data longitudinally (e.g., across multiple years). This is needed as the data necessary for this metric spans multiple years.

Business Logic

Step 1:

Identify students entering in the fall semester of the appropriate year as first-time, full-time at-risk resident students

A) Link credit data (CR) to the financial aid data (FA). Data is linked using the Reporting Year(CR01/FA01) and Student Identifier (CR03/FA03) fields. The disbursement field is not used (e.g., student can match either in the "academic year" period or in the "trailing summer" period)

B) Filter credit data (CR) using the following:
   a. Use reporting year field (CR01) to include data only appropriate for the given reporting year
      i. For the 2 Year Institutions (Associate Only) category, this would be one year prior to the reporting year. E.g., for 2016-2017, the reporting year that is used is 2015-2016 data.
      ii. For the 4 Year Institutions (Bachelor's Only) category, this would be three years prior to the reporting year. E.g., for 2016-2017, the reporting year that is used is 2013-2014 data.
   b. Use semester field (CR04) to filter only fall semester records
   c. Use the entry type field (CR05) to filter only degree-seeking, first-time students
   d. Use the degree level field (CR07) to filter the appropriate degree level
      i. For the 2 Year Institutions (Associate Only) category, this would be associate degrees (03)
      ii. For the 4 Year Institutions (Bachelor Only) category, this would be bachelor's degrees (05)
   e. Use residency status field (CR08) to only include students who were reported as an Indiana resident in their first semester.
   f. Use total credit hours census field (CR24) to only include students who started with a full-time credit load. A full-time credit load is considered 12 or more credit hours
   g. Use linked financial aid data to include only those students that received a Pell grant

C) Using the filtered data from step 1 (A), create a distinct set of first-time, full-time resident students entering in the appropriate year for the reporting year. [**First-time, Full-Time dataset**]

Step 3:

Determine whether the students in the **First-time, Full-Time dataset** graduated on time.

    A) Filter degree data (DE) using the following:

        a. Use degree conferred data fields (DE07/DE10/DE13/DE16) to only include degrees conferred by August of the reporting year. E.g., if calculating the value for the 2016-2017 year, the degree must have been conferred on or before August 31, 2017.

        b. Use the degree level fields (DE06/DE09/DE12/DE15) to filter the data by the appropriate degree level

            i. For the 2 Year Institutions (Associate Only) category, this would be associate degrees (03). NOTE: for VU, this would also include bachelor's degrees (05).

           ii. For the 4 Year Institutions (Bachelor's Only) category, this would be bachelor's degrees (05).

    B) Using the filtered data from step 2 (A), create a distinct set of students completing a degree by August 31 of the reporting year. [**Degree Completers Data Set**]

    C) Merge the **First-time, Full-Time dataset** from step 1 (C) with the Degree Completers Data Set from step 2 (A). This will create a distinct set of students that received a degree on-time. [**Received Degree On-Time Data Set**]

Note: For an institution that is part of the IU or PU system, degree data from all institutions that are a part of that system are included.

Step 3:

From the **First-time, Full-time Dataset** created in step 1 (C), count the distinct number of students. This number is entered in the "Students entering First Time, Full Time" section of the schedule.

Step 4:

From the **Received Degree On-Time Data Set** created in step 2 (C), count the distinct number of students. This number is entered in the "Students Receiving a Degree on-time" section of the schedule.

Data Audit Requirements:

A reason must be provided for every ICHE pre-populated value that is updated.

Document Change History:

2018	Created Layout
	Start of 2019-2021 biennium data collection

Last Edited: 2/14/2018