INDIANA COMMISSION *for* HIGHER EDUCATION

PMS II: At-Risk Degree Completion

Instructions

2019-2021

PMS II – At-Risk Degree Completion

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 total number of distinct completions by highest degree level within a six-digit Classification of Instructional Programs (CIP) code and fiscal year to at-risk Indiana residents. Note: this is a completer count within the six-digit CIP code classification; a student is only counted once at the highest degree level within each six-digit CIP code.

- Fiscal year is defined as July 1st through June 30th. E.g., 2016-17 data should include all degrees conferred to resident students between July 1, 2016 and June 30, 2017.
- Residency status should be based on the residency at the time of degree conferment. This should include resident students only, and not students attending through reciprocity agreements.
- At-risk status should be based on whether the student received a Pell grant in the same year they were conferred the degree. Note: financial aid calendars may not line up with the fiscal year requirement for this report. See below for how CHE uses CHEDSS data to prepopulate the data.
- Ivy Tech Community College should report data for 18-29 Credit Hour Certificates, 1 Year Certificates, and Associate Degrees only.
- Vincennes University should report data for 18-29 Credit Hour Certificates, 1 Year Certificates, Associate Degrees, and Bachelor's Degrees.
- All other institutions should report data for Bachelor's 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.

ICHE Prepopulation Logic:

In prior biennia, data were prepopulated for the first four years from the previous biennium's PMS II budget schedule. The metric rules were changed for the 2019-2021 biennium to only include the distinct highest credential awarded to a student within each six digit CIP code. As

such, whenever possible, data for prior years were prepopulated using the degrees conferred and financial aid files using the fields and logic below.

Note: *ICHE was unable to prepopulate data for fiscal year 2012. In the switch between the SIS and CHEDSS data collection methodologies between reporting years 2011 and 2012, financial aid data were unable to be captured for a portion of degrees conferred in 2012. Institutions may review PMS II budget schedules for 2015-17 and 2017-19 in consultation with student-level data in their data systems to provide the data point.* **Institutions must provide the 2012 data point as a part of the budget request process.**

Source: Degrees Conferred File (DE)

Field ID	Data Element	Use
DE01	Reporting Year	Used to link reported degree data to institution's API; Used to link to financial aid file (FA)
DE03	Student Identifier	Used to link to financial aid file (FA); Used to calculate the highest degree conferred to a single student by CIP code
DE04	Student Residency Status	Only records with a code value of 1 ("Indiana resident paying resident tuition") are included
DE05	First Degree Conferred CIP Code	Used to link reported degree data to institution's API; Used to calculate the highest degree conferred to a single student by CIP code
DE06	First Degree Conferred Degree Type	Used to link reported degree data to institution's API; Used to determine degree level 01 = "18-29 Credit Hour Certificates" (see notes for certain exclusions) 02 = "1 Year Certificates" 03 = "Associate Degrees" 05 = "Bachelor Degrees"
DE07	First Degree Conferred Date	Used to determine which fiscal year a degree was conferred in. NOTE: it is possible that data for a single fiscal year spans multiple reporting years (i.e. multiple DE file submissions) as the degree conferred file has a time span requirement that does not align with the fiscal year (September 1st through August 31st for DE file vs. July 1st through June 30th for fiscal year).
DE08	Second Degree Conferred CIP Code	See DE05 use notes.
DE09	Second Degree Conferred Degree Type	See DE06 use notes.

Field ID	Data Element	Use
DE10	Second Degree Conferred Date	See DE07 use notes.
DE11	Third Degree Conferred CIP Code	See DE05 use notes.
DE12	Third Degree Conferred Degree Type	See DE06 use notes.
DE13	Third Degree Conferred Date	See DE07 use notes.
DE14	Fourth Degree Conferred CIP Code	See DE05 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 degrees conferred file (DE)
FA03	Student Identifier	Used to link to degrees conferred file (FA)
FA07	Pell Grant Disbursement Amount	Used to determine whether student received a Pell grant (i.e. Only records with a value of greater than zero are included)

Source: CHE API & CHEDSS data to CHE API Mapping

ICHE maintains an academic program inventory (API) of institutional academic programs that have historically been approved by the Commission. CHE also maintains a mapping for each reporting year that it collects student-level data. The mapping keeps track, by institution, of what program a reported CIP code and degree level map to in a given reporting year.

Business Logic

1) Create a stacked data set based on submitted degree data (DE). A single student's data will appear as multiple cases based on the first, second, third, and fourth degrees conferred.

	Reporting Year	Student Identifier	Residency Status	Degree Conferred CIP Code	Degree Conferred Degree Type	Degree Conferred Date
First Degree Conferred	DE01	DE03	DE04	DE05	DE06	DE07
...	...	...	...	...	...	...
Second Degree Conferred	DE01	DE03	DE04	DE08	DE09	DE10
...	...	...	...	...	...	...
Third Degree Conferred	DE01	DE03	DE04	DE11	DE12	DE13
...	...	...	...	...	...	...
Fourth Degree Conferred	DE01	DE03	DE04	DE14	DE15	DE16

2) Link stacked degree data (DE) from step 1 to the API using the API mapping. Data are linked by the Reporting Year, CIP, and degree level fields. This is used to obtain the CIP code and degree type information most recently* reported by institutions for their programs.
3) Link stacked degree data (DE) merged to the API from step 2 to the financial aid data (FA). Data are linked using the Reporting Year (DE01/FA01) and Student Identifier (DE03/FA03) fields. The disbursement field is not used (i.e. student can match either in the "academic year" period or in the "trailing summer" period).
4) Filter merged data from step 3 using the following (this applies to first, second, third, and fourth degrees conferred)
    a. Use conferred date fields (DE07/DE10/DE13/DE16) to include only degrees conferred in the latest six fiscal years
    b. Use residency status field (DE04) to include only degrees conferred to Indiana residents
    c. Use degree level fields obtained by the API mapping to include only appropriate degree levels
    d. Use linked financial aid data to include only those students that received a Pell grant
5) Sort the filtered data in step 4 by fiscal year, student identifier, CIP code, and degree level (descending)
6) Select the first record within fiscal year, student identifier, and CIP code
7) Sum the total number of degrees conferred through step 6 for each degree level for the six fiscal years

*Note: Prepopulated data will be reflective of institutional Academic Program Inventory changes through March 3, 2018.

18-29 Credit Hour Certificate Exclusions

Degree data reported to CHEDSS using the "01" degree level code may contain certificates that are less than 18 credit hours. CHE reviewed credit range information submitted through the academic program inventory and worked with the institutions to identify which certificate programs require less than 18 credit hours. These certificates were excluded from prepopulated degree counts for the 18-29 Credit Hour Certificates category. A list of excluded certificate programs can be viewed/downloaded from CHEDSS by viewing a PMS II schedule (applicable to Ivy Tech and Vincennes only).

Data Audit Requirements:

A reason must be provided for every ICHE prepopulated value that is updated.

Document Change History:

2018	Modified prepopulation logic to include the highest degree level conferred to a student within each fiscal year and CIP code
	Start of 2019-2021 biennium data collection
2016	Added 18-29 Credit Hour Certificates category
	Start of 2017-2019 biennium data collection
2014	Created layout
	Start of 2015-2017 biennium data collection