



Texas Association for Institutional Research

37TH ANNUAL CONFERENCE

Crowne Plaza Hotel – Galleria
Addison, Texas



Newcomer's Workshop

March 3, 2015
9:00 AM – 4:00 PM
Dogwood Room

TAIR 2015 – Addison, Texas
Institutional Research – A Newcomer's Overview
Dogwood Room
Agenda
Tuesday, March 3, 2014

Introductions & Announcements **9:00 – 9:10**

Dr. Marilyn Greer, Presenter

- *TAIR History* **9:10 – 9:20**
- *Meet the TAIR President and Program Chair* **9:15 – 9:30**
 - *Lincoln Holmes, President*
 - *Mary Barton, Program Chair*

Breakout Sessions for Public and Private Sectors **9:30 – 11:00**

Attendees will break out into groups to discuss IR in their respective sectors

Introductions of Breakout Session Presenters: (9:30 - 9:40)

Mr. Faron Kincheloe, Presenter

Dr. Martha Oburn, Presenter

Ms. Vicki West, Presenter

(TAIR BREAK) **10:15 – 10:30**

- Functions and Responsibilities of a Community College

Dr. Martha Oburn, Presenter

Houston Community College

- Functions and Responsibilities of a Public University

Ms. Vicki West, Presenter

Texas Tech University

- Functions and Responsibilities of a Private University

Faron Kincheloe, Presenter

Baylor University

Texas Workforce Commission Overview of Data **11:00 – 12:00**

Mr. Ruben Garcia, Director

TAIR LUNCH BREAK **12:00 – 1:00**

Statewide Accountability Project, Texas Higher Education

Coordinating Board

1:00 - 2:20

Dr. Julie Eklund, Ph.D., Deputy Assistant Commissioner, Planning and Accountability

Meet the Candidates! **2:20 – 2:30**

TAIR BREAK **2:30 – 2:45**

Overview, Texas Higher Education Coordinating Board **2:45 – 3:35**

Mr. Doug Parker, Director, THECB Educational Data Center

Questions and Answers and Evaluation Completion **3:45 – 4:00**

TAIR History
Marilyn Greer, Ph.D.
Presenter

TAIR History

TAIR Conferences and Officer History

Year	Site	President	Vice President	Secretary	Treasurer	Professional Development	Technology
2015	Addison	Lincoln Holmes	Mary Barton	Lisa Haynes	Tracy Stegair	David Brown	Faron Kincheloe
2014	Addison	Susan Thompson	Lincoln Holmes	Sue Herring	Tracy Stegmair	Tom Corll	Faron Kincheloe
2013	Galveston	Carol Tucker	Susan Thompson	Sue Herring	Linda Perez	Tom Corll	Dave Downing
2012	Corpus Christi	Darline Morris	Carol Tucker	Kate Amorella	Linda Perez	Susan Thompson	Dave Downing
2011	Austin	Kristi Fisher	Darline Morris	Kate Amorella	Rick Leyva	Susan Thompson	Bao Huynh
2010	Waco	Allen Clark	Kristi Fisher	Trish Norman	Rick Leyva	Paul Illich	Bao Huynh
2009	Lubbock	Joe Meyer	Allen Clark	Trish Norman	Cathy Vale	Paul Illich	Brian Cordeau
2008	Galveston	Ruben Garcia	Joe Meyer	Darline Morris	Cathy Vale	Teresa Isbell	Brian Cordeau
2007	S. Padre Island	Gerry Dizinno	Ruben Garcia	Darline Morris	Jana Marak	Teresa Isbell	Karen Laljiani
2006	Austin	*	Gerry Dizinno	Danica Frampton	Margaret Drain	**	**
2005	Arlington	Karen Laljiani	Christopher Benton	Danica Frampton	Jaime Garcia		
2004	College Station	Marilyn Greer	Karen Laljiani	Rebecca Richter	Jaime Garcia		
2003	El Paso	Michael Green	Marilyn Greer	Rebecca Richter	Jana Marak		
2002	Corpus Christi	Maryann Ruddock	Michael Green	Martha Oburn	Jana Marak		
2001	Clear Lake	James Calarco	Maryann Ruddock	Martha Oburn	Karen Laljiani		
2000	San Antonio	Leona Urbish	James Calarco	Lillian Young	Karen Laljiani		
1999	Dallas	Thomas Martin	Leona Urbish	Lillian Young	James Calarco		
1998	Austin	Verna Dewees	Thomas Martin	Cindy Dutschke	Dennis Brandt		
1997	South Padre	Richard Bailey	Verna Dewees	Cindy Dutschke	James Calarco		
1996	Houston	Vickie Natale	Richard Bailey	Patricia Duhon	James Calarco		
1995	San Antonio	Glenn James	Vickie Natale	Patricia Duhon	Lizabeth Elkins		
1994	El Paso	Mary Korfhage	Glenn James	Sidney Prewitt	Lizabeth Elkins		
1993	College Station	Susan Griffith	Mary Korfhage	Deryl Clark	Karlease Clark		
1992	Galveston	James Hale	Susan Griffith	Sidney Prewitt	Karlease Clark		
1991	Corpus Christi	Todd Hutton	James Hale	Vickie Natale	***		
1990	San Antonio	Dennis Hengstler	Todd Hutton	Vickie Natale			
1989	Austin	Clinton Hurley	Dennis Hengstler	Denise Watts			
1988	Austin	*	Clinton Hurley	Denise Watts			
1987	Austin	Robert Cullins	RoJean Starke	Su-Zan Harper			
1986	San Antonio	Bill Nylin	Robert Cullins	Su-Zan Harper			
1985	Austin	Marsha Ivery	Bill Nylin	Martha Lee			
1984	El Paso	Joe Szutz	Marsha Ivery	Martha Lee			
1983	Ft. Worth	Vicki Mason	Joe Szutz	Paul Thomas			

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**Functions and Responsibilities of a
Community College**

***Dr. Martha Oburn, Presenter
Houston Community College***

Martha Oburn, Ph.D.
 Executive Director, Institutional Research &
 Innovation
 Houston Community College
Martha.oburn@hccs.edu
 713.718.8670

IR - Functions of Public Community Colleges

- State Reporting
 - THECB
 - Accountability data
 - Legislative Budget Board (LBB)
- Federal Reports
 - IPEDS
 - Gainful Employment
- Accreditation—SACS, program-specific

IR - Functions of Public Community Colleges

- External Surveys
 - Common Data Set
 - College guides like: Peterson's, College Board
 - Texas Association of Community Colleges (TACC)
 - National surveys
 - CCSSE
 - Noel-Levitz
 - Cost & Productivity Project

IR - Functions of Public Community Colleges

- Internal Surveys
 - Internal student/employee satisfaction
 - Institutional climate
 - Graduates/employers/alumni
 - Ad hoc
- National Initiatives/Grants
- External initiatives—creating data sets

Other IR Functions:

- Board reports
- Publications—print and web
- Accreditation—Regional and program-specific
- State Reporting
- Strategic Planning
- Environmental Scanning/Economic Impact

(More) IR Functions:

- Service area demographic analyses
- Assessment processes including program review, student learning outcomes (SLOs)
- Quality improvement initiatives
- Data for internal and external audits
- Student evaluations of instruction

IR and Technology

- Dashboards
- Student outcomes
- Cohort tracking
- Business Intelligence
- Interactive reporting
- Data Warehouses
- Data analysis
- Integration of social media

Hot Topics for Public Community Colleges:

- Analysis of the impact of changes in state funding--Momentum/student success points
- Impact of changes in developmental ed
- Vertical articulation with K-12, universities
- Changes in IR staff skill sets
- Use of technology (data and reporting) for informed decision-making

TAIR Newcomers' Workshop--2015

Web Resources on Emerging Issues of Interest

About colleges and universities

<http://www.collegemeasures.org/>

<http://whatwilltheylearn.com/>

<http://www.educationnews.org/>

<http://www.quickanded.com/>

<http://www.hcmstrategists.com/contextforsuccess/index.html>

The Completion Agenda

<http://www.completecollege.org/>

<http://www.ed.gov/college-completion/governing-win>

Voluntary Framework of Accountability

<http://vfa.aacc.nche.edu/Pages/default.aspx>

Benchmarking

<https://costandproductivity.org/>

The Cost Issue

<http://collegecost.ed.gov/>

Western Governor's University--Texas

<http://texas.wgu.edu/>

Data governance

<http://www.datagovernance.com/>

General issues

<http://ccrc.tc.columbia.edu/>

<http://hackededucation.com/2013/02/10/inbloom-student-data-privacy-security-transparency/>

<http://www.ncee.org/about-ncee/>

**Functions and Responsibilities of a
Public University**

***Ms. Vicki West, Presenter
Texas Tech University***

**TEXAS TECH UNIVERSITY**



IR Functions and Responsibilities for Public Universities in Texas

TAIR Newcomer's Workshop

Vicki West
Managing Director, Institutional Research

March, 2015

Responsibilities

Required Reporting


- State and Federal Agencies
- Ad Hoc Reporting – internal and external

Voluntary Reporting

- Surveys from publishers
- Data Exchanges

Support Functions

- Decision Support
- Institutional Effectiveness
- Data Warehouse

Required Reporting – State and Federal Agencies

- Texas Higher Education Coordinating Board (THECB)
 - *CBM reporting (students, courses, degrees, completions, faculty, room usage)*
 - *Accountability System*
 - *Expenditure Study*
 - *Special requests*
- Integrated Post-secondary Education Data System (IPEDS)
 - *Institutional Characteristics, Enrollment, Completions, Human Resources, Financial Aid, Graduation Rates, Finance*
- Legislative Budget Board (LBB)
 - *Performance Measures*
- NCAA
- SACS
- Ad Hoc Requests

Required Reporting – Ad Hoc Reporting



- Special Requests from Administrators
 - *President, Provost, Deans and Department Chairs*
- Public Information Requests

Voluntary Reporting



- Salary Surveys
 - *AAUP, OSU, CUPA*
- Common Dataset (CDS)
- U. S. News
 - *(Main, Finance, Financial Aid)*
- Peterson's and Other Publishers
- Voluntary System of Accountability (VSA)
- Data Exchanges (CSRDE, Oklahoma State)
- Factbook

Support Functions – Decision Support



- Ad Hoc Reporting for Administration, Colleges and Departments
- Surveys for Campus Community
 - *Consultation, Online Deployment and Analysis*
- Enrollment Tracking
- Surveys of current and former students

Support Functions – Institutional Effectiveness



- Evaluations of Courses and Instructors
 - *Course evaluations*
- Graduate Program Review Data
- 18 Characteristics of Doctoral Programs (required by THECB)
- Strategic Plan Key Performance Indicators (KPIs)
 - *Data available for colleges and departments to use in their annual reports*
- Special studies with faculty for program evaluation
- Data Integrity

Support Functions – On-Demand Data

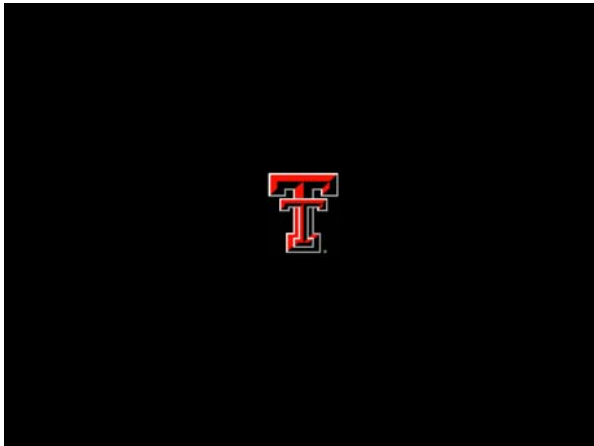


- Online Factbook and Historical Data
 - *Static data available for multiple years by term, college, department, student level*
- Data Warehouse
 - *User ability to select more detailed data for enrollments, semester credit hours (SCH), degrees awarded, retention and graduation rates, applied/admitted*

Questions?



- Contact me at:
 - vicki.west@ttu.edu
 - 806-742-2166
- Contact the THECB – they are happy to answer questions
- Join List-serves and ask colleagues:
- TAIR – TAIR-L@texas-air.org
 - IPEDS – ipeds-listserv



**Functions and Responsibilities of a
Private University**

***Faron Kincheloe, Presenter
Baylor University***

Private Colleges and Universities

Faron Kincheloe
Baylor University
TAIR 2015

What makes us different?

- Do not receive state funds
- Cost of tuition
- intangibles

Funding



- tuition
- investments
- private donors

not from taxpayers.

How are we the same?

- State Reporting – ICUT rather than THECB
- Federal Reporting – IPEDS
- Accrediting Agencies -- SACS
- Ranking agencies – US News, etc
- Internal reports
- Surveys

ICUT

Independent Colleges and Universities of Texas

Most reports now come
from IPEDS

- Dependent on the
state legislature

*Unique reports still
directly to ICUT*

*Anxiety during time
legislature is meeting*

Federal Reports Completed by ALL Institutions

- Private Universities must complete and abide
by all federal reporting requests just as public
institutions.
- Why? We receive federal financial aid

Coordinating Board

- CBM001 -- Enrollment (fall, spring)
- CBM009 -- Completions (spring)

Accountability

- Accrediting agencies – SACS
- **UCAN** – University & College Accountability Network
 - www.ucan-network.org
 - comparable to VSA (Volunteer System of Accountability)

Surveys

- US News & World Report
- Common Data Set
- College Guidebooks
- Pearsons, FISKE, etc.
- AAUP/CUPA
- National Science Foundation

Hot Topics
for Private Universities

- Affordability
 - Tuition and Fees
 - Enrollment and Freshmen Class
 - Endowment
- Endowment
 - subsidize tuition and fees
 - Scholarships
- Retention
- Student Engagement

Contact Information --

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Texas Workforce Commission

Overview of Data

Mr. Ruben Garcia, Director

Texas Workforce Commission Tools for Institutional Research



Ruben Garcia

Manager, Automated Student and
Adult Learner Follow-Up

TWC

- Texas Workforce Commission (TWC) is the state agency charged with overseeing and providing workforce development services to employers and job seekers of Texas. By focusing on the needs of employers, TWC gives Texas the competitive edge necessary to draw business here.

Major Functions

- develop the workforce,
- provide support services including child care for targeted populations participating in workforce training, and
- administer the unemployment benefits and tax programs.
- TWC also provides information and analysis on shifts in occupations and industries within the state.

Unemployment Benefits

- The Unemployment Benefits program, funded through employer taxes, provides temporary income to workers who have lost their jobs through no fault of their own. TWC collects unemployment taxes from liable employers and pays unemployment benefits to qualified claimants.

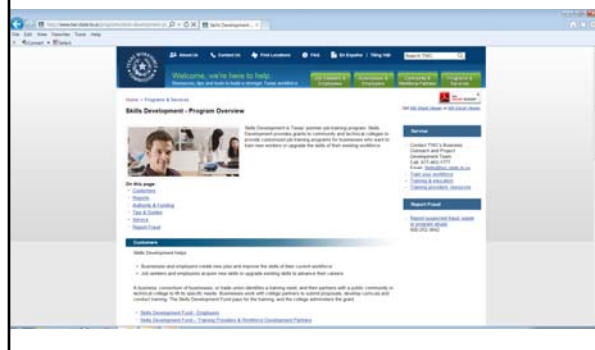
Funding

- Most of the TWC budget is funded through federal sources. TWC provides grants, through allocation formulas, to workforce development boards that plan and administer Workforce Investment Act (WIA), (TANF) Choices, Employment Services, Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T), child care and other workforce and support services.
- Employer-paid state unemployment taxes and reimbursements pay for state unemployment benefits. The U.S. Department of Labor allocates funds from the Federal Unemployment Tax (FUTA) to the states to pay for administrative and operational costs.

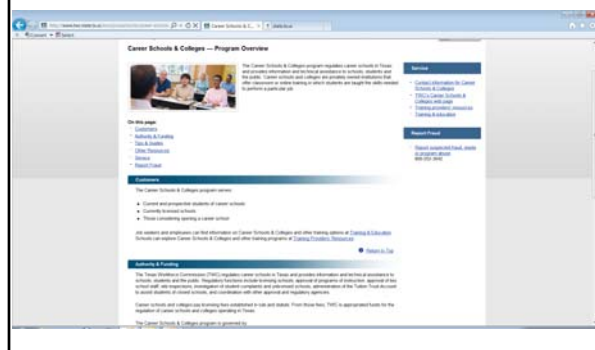
www.twc.state.tx.us



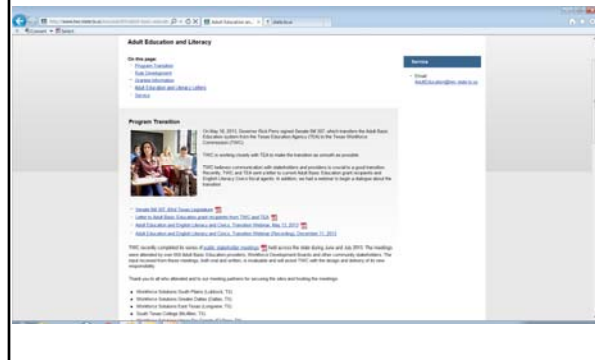
Skills Development Fund



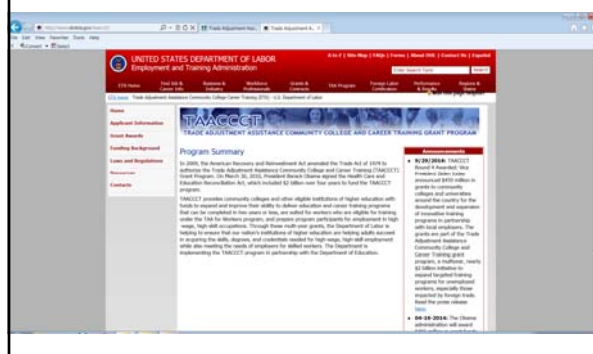
Career Colleges and Schools



Adult Education and Literacy



Trade Adjustment Assistance Community College and Career Training Grant Program

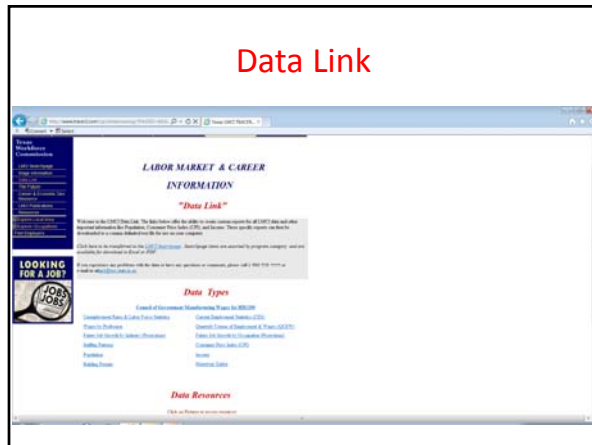


UI Wage Records

- Quarterly submission showing wages by Employer, by SSN (3-month span, for example, 1st Qtr. 2015 is Jan, Feb, Mar)
- Employee data limited to SSN, Last Name, First Initial and Wages.
- No Occupational code or job title in the record
- Industry code (NAICS) is taken from the Employer Master File

Labor Market and Career Information





Occupational Title	Annual Average Employment 2012	Annual Average Employment 2022	Number Change 2012-2022	Percent Growth 2012-2022
Total, All Occupations	11,452,980	13,889,960	2,436,980	21.3%
Management Occupations	587,890	701,330	113,440	19.3%
Top Executives	183,810	224,070	40,260	21.9%
Chief Executives	10,040	11,660	1,620	16.1%
General & Operations Managers	172,320	210,720	38,400	22.3%
Advertising, Marketing, Promotions, PR, & Sales Managers	37,740	45,910	8,170	21.6%
Advertising & Promotions Managers	1,360	1,620	260	19.1%
Marketing Managers	9,790	12,260	2,470	25.2%
Sales Managers	23,650	28,470	4,820	20.4%
Operations/Specialties Managers	108,260	131,470	23,210	21.4%
Administrative Services Managers	26,020	31,440	5,420	20.8%

Texas Statewide Wages, Occupational Employment Statistics Program, Data benchmarked to 2013
Source: Labor Market & Career Information Department, Texas Workforce Commission

Occupational Title	Estimated Employment	Mean Wage	Entry Wage	Experienced Wage	PCT10 Wage	PCT25 Wage	PCT50 Median Wage	PCT75 Wage	PCT90 Wage
All Occupations	10,913,950	21.35	8.98	27.53	8.37	10.09	15.81	26.01	40.57
Management Occupations	484,680	53.21	25.70	66.97	22.09	31.69	45.00	66.74	-
Chief Executives	8,540	88.99	41.86	112.55	34.64	54.46	89.39	-	-
General and Operations Managers	176,940	56.85	25.34	72.60	21.35	31.96	46.66	72.70	-
Legislators	1,410	-	-	-	-	-	-	-	-
Advertising and Promotions Managers	1,150	43.34	19.68	55.16	17.01	22.60	35.41	58.74	79.89
Marketing Managers	9,860	64.62	36.96	78.45	31.74	45.10	62.20	79.32	-
Sales Managers	24,260	62.20	32.31	77.15	28.00	38.61	56.44	78.67	-
Public Relations and Fundraising Managers	2,860	56.44	31.10	69.10	26.98	37.09	50.73	69.86	-

Occupations Adding the Most Jobs

Occupational Title	Annual Average Employment 2012	Annual Average Employment 2022	Number Change 2012-2022	Percent Growth 2012-2022
Combined Food Preparation & Serving Workers, Incl. Fast Food	285,480	378,000	92,520	32.4%
Personal Care Aides	199,230	283,980	84,750	42.5%
Retail Salespersons	378,330	439,340	61,010	16.1%
Registered Nurses	189,380	242,860	53,480	28.2%
Customer Service Representatives	214,240	262,770	48,530	22.7%
Waiters & Waitresses	196,390	240,390	44,000	22.4%
Janitors & Cleaners, Ex. Maids & Housekeeping Cleaners	172,120	213,340	41,220	23.9%
Laborers & Freight, Stock, & Material Movers, Hand	185,770	226,470	40,700	21.9%
Elementary School Teachers, Ex. Special Education	141,030	180,920	39,890	28.3%
Secretaries & Administrative Assistants, Ex. Legal, Medical, & Executive	190,470	230,220	39,750	20.9%

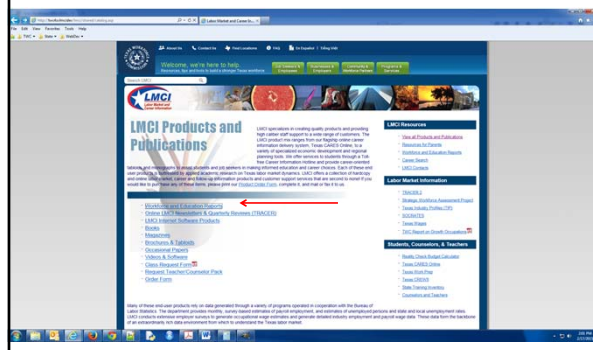
Fastest Growing Occupations

Occupational Title	Annual Average Employment 2012	Annual Average Employment 2022	Number Change 2012-2022	Percent Growth 2012-2022
Diagnostic Medical Sonographers	4,380	6,900	2,520	57.5%
Interpreters & Translators	4,510	6,720	2,210	49.0%
Skin Care Specialists	5,130	7,620	2,490	48.5%
Petroleum Engineers	19,280	28,010	8,730	45.3%
Information Security Analysts	6,640	9,630	2,990	45.0%
Insulation Workers, Mechanical	4,460	6,460	2,000	44.8%
Cardiovascular Technologists & Technicians	3,950	5,700	1,750	44.3%
Physician Assistants	5,470	7,880	2,410	44.1%
Occupational Therapy Assistants	2,700	3,890	1,190	44.1%
Welding, Soldering, & Brazing Machine Setters, Operators, & Tenders	3,810	5,460	1,650	43.3%

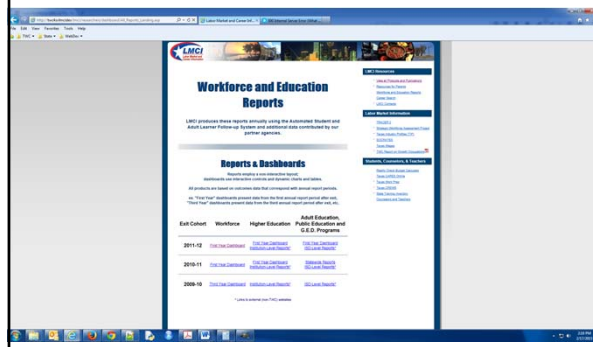
Most Projected Average Annual Job Openings

Occupational Title	Annual Average Employment 2012	Annual Average Employment 2022	Number Change 2012-2022	Percent Growth 2012-2022
Combined Food Preparation & Serving Workers, Incl. Fast Food	285,480	378,000	92,520	32.4%
Retail Salespersons	378,330	439,340	61,010	16.1%
Cashiers	238,340	273,890	35,550	14.9%
Waiters & Waitresses	196,390	240,390	44,000	22.4%
Customer Service Representatives	214,240	262,770	48,530	22.7%
Office Clerks, General	289,030	328,670	39,640	13.7%
Personal Care Aides	199,230	283,980	84,750	42.5%
Laborers & Freight, Stock, & Material Movers, Hand	185,770	226,470	40,700	21.9%
Registered Nurses	189,380	242,860	53,480	28.2%
Janitors & Cleaners, Ex. Maids & Housekeeping Cleaners	172,120	213,340	41,220	23.9%

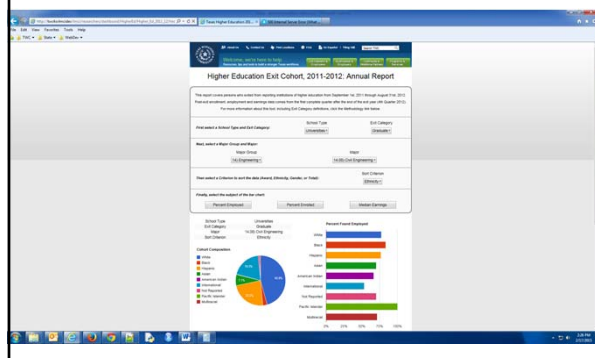
Workforce and Education Reports



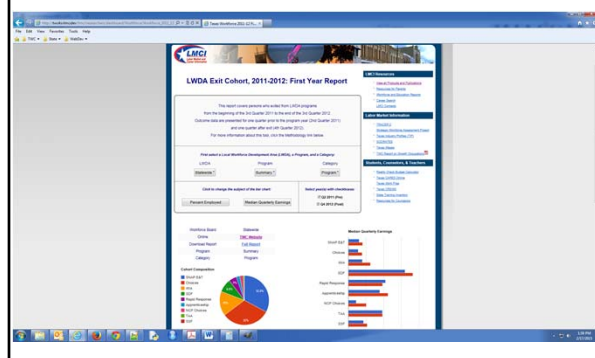
Reports and Dashboards



Higher Education Dashboards



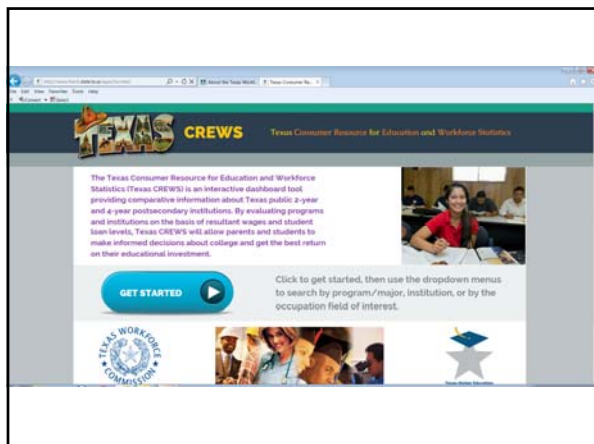
Workforce Dashboards



TX CREWS

<http://www.txcrews.org>

- Texas Consumer Resource on Education and Workforce Statistics
 - Employment
 - Wages
 - Student Loan Amounts
 - Time to Degree
 - Longitudinal Data












Contact

- Ruben B. Garcia
 - Manager, Automated Student and Adult Learner Follow-Up
 - Labor Market and Career Information
 - Texas Workforce Commission
 - 101 E. 15th Street, Room 0252
 - Austin, TX 78778-0001
 - (512) 936-3112
 - Ruben.garcia@twc.state.tx.us

Statewide Accountability Project
Texas Higher Education Coordinating Board
Dr. Julie Eklund, Ph.D.
Deputy Assistant Commissioner
Planning and Accountability

Newcomer's Workshop



**Texas Higher Education
Coordinating Board**

**Newcomer's Workshop:
Texas Higher Education
Accountability System**


Julie Eklund
Deputy Assistant Commissioner
Strategic Planning and Funding

March 3, 2015

Newcomer's Workshop

Background

- ✓ January 2004
Governor Perry issues Executive Order RP31 requiring the CB and state institutions to work together on an Accountability System
- ✓ December 2004
First Accountability Report completed for universities and state colleges. Currently there are 38 public universities, 4 Texas State Technical Colleges, 3 two-year Lamar State Colleges, 9 health-related institutions




**Texas Higher Education
Coordinating Board**

Newcomer's Workshop

Background (Cont.)

- ✓ 2005 to 2006
Accountability System is expanded to include community colleges/ community college systems (50 districts)
- ✓ Summer 2012
Career schools and some non-Texas public 4-year institutions are added



**Texas Higher Education
Coordinating Board**

Newcomer's Workshop

Acct. System uses Closing the Gaps Framework

- ✓ Participation
- ✓ Success
- ✓ Excellence
- ✓ Research
- ✓ *Efficiency*
- ✓ *Patient Care (HRIs only)*



Newcomer's Workshop

Basic Elements

- ✓ Small number of key accountability measures for each goal, some include demographic "detail"
- ✓ Contextual/explanatory measures for each goal provide additional information
- ✓ Institutions have the opportunity to add explanations or comments in "text boxes"
- ✓ CB staff calculate most measures from existing reports or obtain data from the appropriate agency (for example, the LBB)
- ✓ Interactive access provides opportunity to select specific data, including longitudinal data, in Excel or HTML format



Newcomer's Workshop

Website Location

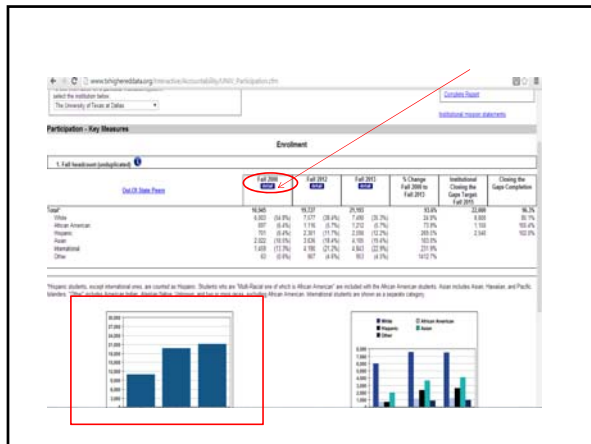
- ✓ The Accountability System can be accessed through the Texas Higher Education Data Website (www.txhighereddata.org). Select Accountability under Online Applications.
- ✓ The system can be accessed directly at <http://www.txhighereddata.org/Interactive/Accountability/>.

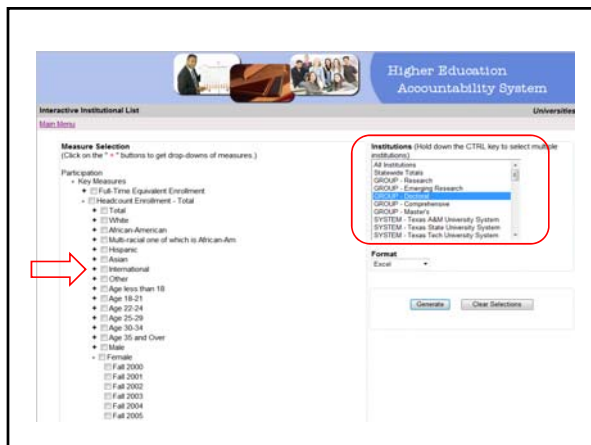


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Newcomer's Workshop

Accountability Peer Groups

- ✓ Meetings coordinated by THECB once a year
- ✓ Community colleges are grouped by institution size:
 - ✓ Very Large, Large, Medium, and Small
 - ✓ These groups often meet together
- ✓ Universities are Grouped by Type:
 - ✓ Research, Emerging Research, Doctoral, Comprehensive, and Master's
 - ✓ University Peer Group criteria updated in Summer 2013



Coming Soon: A New Long-Range Plan for Texas Higher Education and a Revised Accountability System



EDUCATIONAL ATTAINMENT

Overarching Goal: By 2030, at least **60 percent** of Texans ages 25-34 will have a postsecondary credential or degree.



COMPLETION

Goal: By 2030, at least **550,000** students in that year will complete a certificate, associate, bachelor's, or master's from a Texas public, independent, or for-profit college or university.



MARKETABLE SKILLS

Goal: By 2030, all graduates from Texas public institutions of higher education will have completed programs with identified marketable skills.



STUDENT DEBT

Goal: By 2030, undergraduate student loan debt will not exceed **60 percent** of first-year wage for graduates of Texas public institutions.

Newcomer's Workshop

Questions?

Julie Eklund, PhD
Division of Strategic Planning and Funding
Texas Higher Education Coordinating Board
julie.eklund@thehb.state.tx.us
(512) 427-6533



Overview

Texas Higher Education Coordinating Board
Mr. Doug Parker, Director, THECB
Educational Data Center

Reporting 101 and Data Analysis for Texas Higher Education Institutions

Texas Higher Education Coordinating Board Educational Data Center

Doug Parker
Director, Educational Data Center
512-427-6287
Doug.Parker@thecb.state.tx.us

Mission Statement

The mission of the Educational Data Center is to ensure that accurate and timely institutional data is available to the agency for purposes of higher education analysis and reporting.

Data Analyst Report Responsibilities

- Torca Bunton – Independent Institution reports
- Crystal Mooney – Community College reports
- Anissa Wagner – Community College reports
- Jaclyn Bays – University reports (except CBM005)
- Tanya Trevino – FAD001 and Health-Related Institution reports
- Roland Gilmore – CBM005, CBM011, and CBM014 reports

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Institutional Reports

- CBM001 – Student Report
- CBM002 – Texas Success Initiative Report (Spring 2009)
- CBM003 – University Course Inventory Report (Univ only)
- CBM004 – Class Report
- CBM005 – Building and Room Use Report
- CBM008 – Faculty Report
- CBM009 – Graduation Report
- CBM011 – Facilities Room Inventory Report
- CBM014 – Facilities Building Inventory Report
- CBM00A – Continuing Ed Student Report (CTC only)
- CBM00C – Continuing Ed Class Report (CTC only)

Institutional Reports (cont'd)

- CBM00B – Admissions Report (Univ only)
- CBM00E – Doctoral Exception Report (Univ only)
- CBM00M – Marketable Skills Achievement Report (CTC only)
- CBM00N – Student Number Change Report
- CBM00R – Residents/Fellows Report (HRI only)
- CBM00S – Student Schedule Report
- CBM0E1 – Student Report – End of Semester
- CBM00X – Students in Self-Supporting Courses Report (Univ only)
- FAD001 – Financial Aid Database Report

The due dates for the reports are in the reporting manuals. These can be found online at <http://www.txhighereddata.org/ReportingManuals.cfm>

Report Relationships

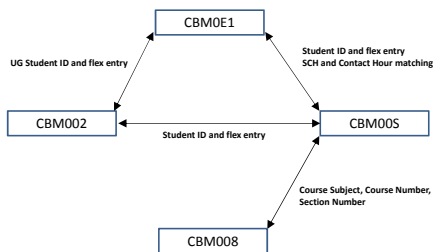
- CBM001/CBM004 balancing
 - CTC - The total academic contact hours must be within 250 contact hours. The total technical contact hours must be within 250 contact hours.
 - CTC - The academic semester credit hours which apply to the undergraduate limit must be within 100 hours.
 - University – The total semester credit hours must be within 100 hours.
 - University – The semester credit hours which apply to the undergraduate limit must be within 100 hours.
- CBM00A/CBM00C balancing
 - The total contact hours of the CBM00A must be within 500 hours of the total contact hours of the CBM00C

The hours of flex-entry classes and the hours reported in flex-entry student records are included when doing the comparison. However, hours in inter-institutional class records are not included.

Report Relationships cont'd

- CBM004/CBM008 comparison
 - The Instructor Code reported on the CBM004 is matched to the Faculty Identification Number on the CBM008.
- CBM002/CBM0E1 comparison
- CBM00S/CBM0E1 comparison
 - Student ID's are checked between the reports
- CBM008/CBM00S comparison
 - Courses are checked between the reports

Public University and Community and Technical Colleges End of Semester Report matching



End of Semester CBM Report run order

- CBM002
- CBM008
- CBM00S
- CBM0E1

CBM Reporting Process

- Data is submitted to the secure ftp server
- An email is sent notifying the institution of the receipt of the data file
- Data submissions are edited approximately 10 times each day
- The edit reports are placed in the OUTPUT directory on the secure ftp server
- An email is sent notifying the institution that an edit report has been generated
- Institutional personnel log into the secure ftp server and download the edit report and review it
- Any errors are corrected on the data file and it is submitted to the secure ftp server
- This process is repeated until all errors have been corrected

Remember that an error-free report does not guarantee a certifiable report!

What to look for when the report is error free

- Does the Data Summary in the edit report correspond with the data that is in your institution's student information system?
- Are there any Questionable messages on the report about a particular item number that have any validity?
- Review your ***Review items!

Little known fact – Edit reports are written to your OUTPUT folder when an institution's data is edited. The email is generated at the end of the entire edit run. Your edit report will be ready to view before you receive the email notification.

Certifying the CBM Report

- Once the report has been reviewed by the appropriate personnel, the institution should submit a certification statement with the Institution's FICE, CBM report, year, semester, and explanation of ***Review items. This can be done via email, fax, or mail.
- I hereby certify that the following report is correct and the data are usable in all output reports.
- Certification procedures are located in the Reporting Manuals

*Institutions can review the status of their certifications on the Data and Statistics link:
<http://www.txhighereddata.org/Interactive/CBMStatus/>*

Who Typically Requests Reports based on
your CBM Report Data?

- Legislature
- Legislative Budget Board
- State Auditors Office
- Comptroller
- Institutions
- Researchers
- The public

What is CBM data used for?

- Calculation of Formula Funding
- Accountability System
- Educational Research Centers
- Verification of program effectiveness
- Enrollment
- Graduation rates
- Persistence
- ...and many others

Why is it important that the data is accurate?

- Accurate calculation of Formula Funding
 - Formula funding is an allocation
- Accountability System
- Educational Research Centers
- Verification of program effectiveness

www.txhighereddata.org

www.txhigherdata.org

Return

Number of Institutions

Click here for more detail

Institution Type

- Career/Technical Colleges
- Community, Technical, and State Colleges
- Health-Related Institutions
- Independent Colleges and Universities
- R-12 Institutions
- Other

Legacy Reporting

CBM Reports Schedule

Click here for more detail

Reports Due

Institution Type

Return

Institution Reporting Status

Click here for more detail

Count

Institution Reporting Status

Year

2010

Inst Type	Institution
ALL	ALL
Community	Adams Christian University
Independent Colleges and Universities	Ariano Community College - Northwest Lakeside College
Community, Technical, and State Colleges	Ariano Community College - Northwest Vista College
Health-Related Institutions	Ariano Community College - Palomar College
	Ariano Community College - San Antonio College
	Ariano Community College - St. Philip College

6

TAIR

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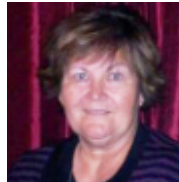
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Faron Kincheloe

Assistant Director

Office of Institutional Research and Testing

Baylor University

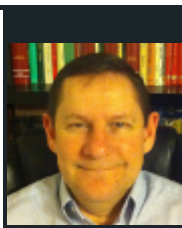
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TAIR Candidates

Nominees for Vice President/President Elect

Kara Larkan-Skinner, Our Lady of the Lake University

Kara Larkan-Skinner is the Assistant Vice President of Institutional Effectiveness and Accreditation at Our Lady of the Lake University where she oversees institutional research, assessment, and accreditation. Kara entered the research profession as a Research Associate at the TTUHSC in Amarillo, TX. Later, she joined the wonderful world of institutional research and assessment at Amarillo College, where she served as the Director of Institutional Research and Effectiveness. Kara has been active in both the TAIR and AIR organizations for a number of years by presenting at the annual conferences, and serving on various committees and workgroups. Kara was the concurrent sessions chair for the TAIR conference in 2014. Kara received her M.A. and B.A. in Psychology from the University of Louisville, and is a doctoral candidate (Ed.D.) at Texas Tech University. Kara recognizes the role that the TAIR organization played in her professional growth and is honored to be considered for a leadership role within TAIR.



Soon Merz, Austin Community College

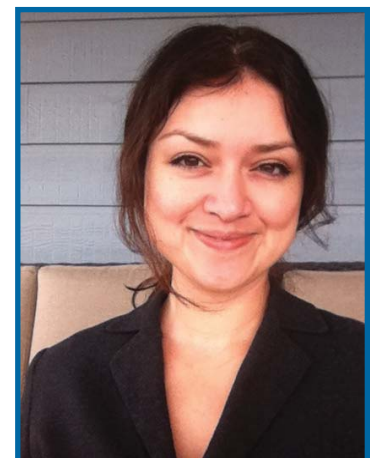
Soon is the VP for Effectiveness and Accountability at Austin Community College. She has worked in higher education for 30 years and has a varied background in institutional research, including community colleges, 4-year institutions, and at the state level in several states. Soon served at the Kansas Board of Regents in Topeka, Kansas, the Massachusetts Board of Higher Education and the Texas Higher Education Coordinating Board. At the institution level, Soon directed the Faculty Affairs and Institutional Research office at the University of Kansas Medical Center and in the Office of Planning and Analysis at Oakland Community College. She is active in AIR, TAIR, and MidAIR. She served on NPEC for 4 years, the National Student Clearinghouse Customer Advisory Committee for 2 years, and the NCCBP Advisory Board for 2 years. She holds a Master of Public Administration from the University of Kansas, a Bachelor of Science in General Business from the University of Central Texas, and an Associate of Science in General Education from Central Texas College.



Nominees for Treasurer

Cathy Delgado, University of Texas System

Cathy has worked within the UT System for ten years. She is a Research and Policy Analyst with the University of Texas System's Office of Strategic Initiatives. She assists in collecting, processing, and managing a data repository for all 15 UT academic and health institutions. Cathy began working in IR in 2006 at the University of Texas at Brownsville and Texas Southmost College campus. Her eight year institutional research experience includes chairing the South Texas Consortium for Institutional Research, presenting at TAIR, SAIR, and AIR conferences, and serving as a member of the TAIR nominating committee. She would be honored to serve in the role of treasurer.



Nominees for Treasurer(continued)

Jessica Smith, West Texas A & M University

Jessica is Sr. Research Analyst at West Texas A&M University. Jessica has been with WTAMU since Fall of 2013, and has been an institutional researcher since early 2011. Prior to becoming an institutional researcher, Jessica taught math at a community college in Seattle, WA. She has previously served on the TAIR program committee and been the treasurer of a non-profit darting organization in Seattle. Jessica holds a bachelor's in mathematics and will graduate with a master's degree in mathematics, with emphasis in quantitative research and assessment, in May of 2015.



Nominees for Member-at-Large for Technology



Joe Baumann, Blinn College

Joe Baumann is Dean of Institutional Effectiveness and Enrollment Management at Blinn College. Joe has been at Blinn College and a member of TAIR for over two years. Before that, he worked in institutional research for ten years in Illinois, first as a manager at Harper College and later as director at McHenry County College. While Joe was Director of IR at McHenry, he served the Illinois Association for Institutional Research (IAIR) as Vice President/President Elect, President, and Past President. Earlier in his career, he also served on IAIR's nominating committee. What Joe likes best about institutional research is providing the information needed to make effective decisions, and fostering a culture of evidence and accountability.

Kate Proff, Texas State University

Kate has worked in institutional research for 8.8 years. She fell into IR in 2006 as a research analyst for Texas Woman's University. She has now been with Texas State University for 4.4 years. Kate credits part of her success in IR to her activity with TAIR. She was secretary from 2010-2012 and has served on the nominating committee. She has given many presentations and workshops at the annual conference. Her background in computer science should lend nicely to the position of member-at-large for technology. She briefly had a blog, but soon realized she had more fun coding the site than writing posts. Also, her adorable one-year-old son keeps her apprised of new technology by continually changing the settings on all her devices while she's not looking.



Nominees for Nominating Committee

Lea Campbell, University of Houston - Downtown

Lea Campbell is the Director of Academic Assessment at University of Houston-Downtown. Prior to coming to Houston, she served as the Associate Vice Chancellor of Developmental Education at the City Colleges of Chicago and Director of Student Success Initiatives at Lone Star College System. She holds a PhD in Higher Education Administration from University of Texas-Austin and an MA and BS in Mathematics from Eastern New Mexico University.



Amanda Clark, Blinn College

Amanda Clark is currently the Director of Institutional Research at Blinn College. She has worked in Institutional Research since 2009 and in higher education since 2004. She has been a member of TAIR and AIR since 2010. Amanda has co-presented concurrent sessions at TAIR and AIR and led roundtable discussions at TAIR. She completed her Doctorate in Educational Leadership in December 2014 from Sam Houston State University. Her dissertation topic was graduation and persistence rates in developmental education in postsecondary institutions in Texas. Amanda held a brief internship at the THECB as part of her doctoral coursework and has worked on state reports since 2008.



Frances Frey, Our Lady of the Lake

Frances Frey is the Director of Institutional Research at Our Lady of the Lake University in San Antonio. She has a bachelor's degree in psychology from Scripps College in Southern California, and a master's degree in Social Psychology from Boston College. Frances has over a decade of diverse research experience, including institutional research at both the community college and university level, program evaluation at non-profits, and independent research in social psychology. In addition, she has experience with SACSCOC accreditation, statistical analysis, and assessment.



Nominees for Nominating Committee (continued)

Faron Kincheloe, Baylor University

Faron is Assistant Director of Institutional Research and Testing. He came to Baylor 16 years ago to provide systems administration support for the IR office and help set up the infrastructure for the University data warehouse. Faron now leads the team responsible for administering and maintaining the Baylor Business Intelligence Platform. Before coming to Baylor, Faron worked almost 18 years in industry providing hardware and software support for a variety of manufacturing systems. Faron earned an associate's degree in electronic technology from Texas State Technical Institute, a bachelor's degree in business from Tarleton State University, and a master's degree in information systems from Baylor University. Faron has served on the TAIR program committee for two years and is finishing his term as the TAIR Member at Large for Technology.



Shari Koukl, UT - Tyler

Shari is the Director of Institutional Analysis at The University of Texas at Tyler and has been with that office since 1999. Prior to that, she was a Lecturer in the Department of Social Sciences, teaching Social Research Methods for nine years. A member of TAIR since 1999, she has served two terms as Vendor Coordinator and regards TAIR as a great networking and professional development resource. Shari received her Bachelor of Arts degree from Northern Illinois University and her Master of Public Administration from The University of Texas at Tyler.

Marcelo Paredes, UT - Pan America

Marcelo Paredes, University of Texas-Pan American. Marcelo Paredes began working as a Research Analyst at the Office of Institutional Research and Effectiveness (OIRE) at UTPA in December 2004. Marcelo now serves as Assistant Director at OIRE since September 2011. He is the Chief Reporting Official for UTPA and is responsible for coordinating the certification of several CBM reports. Prior to joining UTPA, Marcelo worked with Valeo Switches & Detection Systems in Rio Bravo, Mexico as the Quality Tools Coordinator from July 1999 to December 2004. Marcelo earned a Bachelor's of Science degree in Mathematics from UTPA in May 1998. He has also served as the TAIR Vendor Fair Chair from 2009 until 2013. This experience and his active membership in TAIR since 2005 make Marcelo an effective candidate for the nominating committee.



Nominees for Nominating Committee (continued)



Vanessa Sansone, UT - San Antonio

Vanessa serves as a Senior Institutional Research Analyst at The University of Texas at San Antonio. Before joining UTSA, Vanessa worked as an IR Analyst with Texas A&M University – San Antonio and as a Program Data Manager with UTSA's Office of P-20 Initiatives. As a Senior IR Analyst, Vanessa works to develop research and analysis that promotes the success of all students in their pursuit of a higher education degree. Since 2011, Vanessa has been an active member of TAIR, and has also served as a TAIR Conference Special Interest Group Program Coordinator. Vanessa has earned a Bachelor of Arts degree in Sociology from St. Mary's University in San Antonio, Texas, a Masters of Education Degree in Educational Leadership and Policy Studies from UTSA, and is currently pursuing a doctoral degree in Educational Leadership with an

Tracy Stegmair, Texas Woman's University

Tracy has worked in Institutional Research since 2003 and has been a member of TAIR since 2004. She worked for six years at Texas Woman's University and later for three years at Richland College as a Senior Research Analyst. For the past two years Tracy has been back at TWU working as a Senior Business Systems Analyst. She has co-presented three concurrent sessions, two roundtables, and a workshop at past TAIR conferences plus a workshop at a SAIR conference. In addition to presentations, Tracy has served for three years on the TAIR Program Committee and is just finishing up her two-year appointment as TAIR Treasurer. She earned two Bachelor's degrees from Texas Woman's University in History and Computer Science.



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