Annual School Data Reporting

Data Collection, Reporting, & Future Uses

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Session Overview

This panel will discuss how states collect annual school reporting data, the hurdles they've had to overcome, and how they use the collected data. Each state is in a different phase of the data collection process and will be able to answer questions from the audience on their experiences.

GNPEC

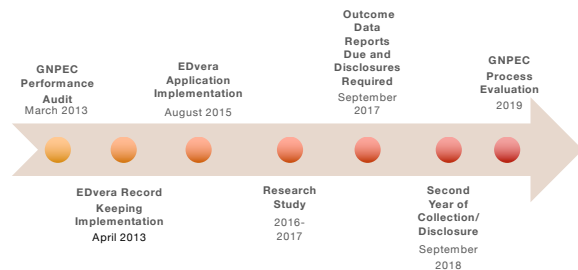Georgia Nonpublic Postsecondary Education Commission
Annual Reporting

GNPEC Overview

- GNPEC authorizes approx. 300 **large** and **small**, **degree granting** and **certificate-granting**, and **accredited** and **unaccredited** institutions.

- We have 6 Regulatory Specialists responsible for their evaluation which includes:
  - o Annual Authorization Applications
  - o Annual Site Visits for In-state Institutions
  - o Change Applications (ex. New Program Applications)
  - o Student Complaints

- Record keeping and application processing has been achieved using Cyanna's Edvera platform since 2013 and 2015, respectively.

Data Collection- Laws/Standards

- **§ 20-3-250.6. Minimum standards for educational institutions**

- Students to be provided with **"**prior year's <mark>enrollment</mark>, <mark>graduation</mark>, and <mark>job placement rates</mark>;" and "any other disclosures specified by the executive director**"**

- **GNPEC Minimum Standard 6:** Institutions should self assess effectiveness based on "each program of study based on:
  - o the stated objectives of the program;
  - o <mark>retention rates</mark>;
  - o <mark>graduation rates</mark>;
  - o <mark>job placement rates</mark>;
  - o other applicable indicators provided by NPEC.

Data Collection Implementation

GNPEC Performance Audit March 2013

EDvera Application Implementation August 2015

Outcome Data Reports Due and Disclosures Required September 2017

GNPEC Process Evaluation 2019

EDvera Record Keeping Implementation April 2013

Research Study 2016-2017

Second Year of Collection/ Disclosure September 2018

Data Collection

- **Annual submission of GNPEC Outcome Data Report**
  - o Unaccredited Institutions Only
- **Separate from the renewal process**

Data Disclosure

- **New students must be presented with Programmatic Outcome Data and sign GNPEC Student Disclosure Form**
  - o Unaccredited Institutions Only
  - o Reviewed at GNPEC annual site visits

Data Collection Form

Types of Outcome Data Collected

- **Unaccredited Institution Programmatic Data:**
  - o Enrollment
  - o Retention
  - o Graduation
  - o Placement
- **Self Reported**
- **Placement Data is not currently verified by GNPEC**

Data Disclosure Form

- Completion required at enrollment
- Record required as part of student file

GNPEC Student Disclosure Form

Name of School:
Address of School:

1. Enrollment Agreement & Catalog
   I have read and received a copy of the enrollment agreement, or equivalent document, and the school catalog. I understand that the terms and conditions of these documents are not subject to amendment or modification by oral agreements.
   _____ Student's Initials
2. School Outcomes
   I have read and received a copy of the school's self-reported, unaudited retention, graduation, and placement rates for the preceding year as well as the most recent Georgia licensure test results, if applicable, for the program I am entering.
   _____ Student's Initials
3. Employment
   I understand that upon successful completion of my training program, this school will provide placement assistance. However, I understand that the school does not guarantee any graduate a job. I have not been guaranteed employment to earn a specific salary range upon graduation.
   _____ Student's Initials
4. Refund Policy
   I have reviewed the refund policy provided in the catalog and am aware that the institution attests to the fact that this policy meets the Minimum Standards set forth by the Georgia Nonpublic Postsecondary Education Commission.
   _____ Student's Initials
5. Complaint Procedure
   I have reviewed the complaint procedure provided in the catalog and am aware that, after exhausting the institution's procedure, I have the right to appeal the institution's complaint determination to the Georgia Nonpublic Postsecondary Education Commission.
   _____ Student's Initials

Data Disclosure Form

- Also Addresses Accreditation

6. Authorization and Accreditation Status
   I understand that the institution in which I am enrolling has been issued a Certificate of Authorization by the Georgia Nonpublic Postsecondary Education Commission. This status indicates that the institution has met the Minimum Standards established by Georgia Code (§20-3-250.6). Although authorized, I understand that this institution is not accredited by a U.S.-based accrediting association recognized by the United States Secretary of Education; therefore, I am not eligible for Federal Student Aid. Additionally, as is the case with all postsecondary institutions, both accredited and unaccredited, there is no guarantee that my credits will transfer to another institution.
   _____ Student's Initials

Student's Signature: _____ Date: _____
School Representative's Signature: _____ Date: _____

*Student must receive a copy of this form, and a copy must be kept in the student's file.

Record Keeping

Use of Data (so far)

- **To identify inactive programs (2 years)**

- **To encourage institutional self-assessment**

- **To support consumer protection**

- **To cross check GNPEC reports**
    - Programmatic
    - Financial
    - Site Visits

KBOR
Kansas Board of Regents
Annual Reporting

History

- **Data Survey Collection 2003 – 2010**

- **Kansas Private and Out-of-State Postsecondary Educational Institution Act**

    74-32,184. Statewide data collection system. Within the limits of appropriations therefore, the state board shall develop and maintain a statewide data collection system to collect and analyze private and out-of-state postsecondary educational information, including, but not limited to, student, course, financial aid and program demographics that will assist the board in improving the quality of private and out-of-state postsecondary education.
    History: L. 2010, ch. 150, § 10; July 1.

Data Collection

- Annual collection

- Separate from the renewal process

- Approved institutions during the collection period

- Request is disseminated early in the calendar year

- Submission is open for 90 days from request

Data Collection

- Total Headcount

- Kansas-only Headcount

- Enrollment by Program

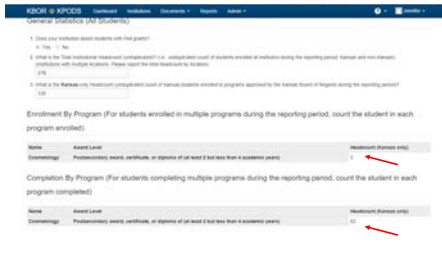- Completion by Program

- Demographic Data

Data Form Collection

Data Verification

- Each submission is individually reviewed for reasonableness

- Clarification may be requested prior to acceptance of the document

Use of Data

- Annual report presented to our Board's Academic Affairs Committee

- Provided for use in the Kansas Career Navigator

- Offered available data for use in reporting WIOA eligible training providers

- Determine level of impact of impending school closure

Effort to Obtain Student-Level Data

- Kansas Higher Education Statistics (KHEStats)

- Student-level Data Collection
  - Pilot in 2012
  - Student Information System created in 2013
  - Enter data manually by student or upload CSV file

- Evaluation of Effort

OSBCCS
Ohio State Board of Career
Colleges and Schools
Annual Reporting
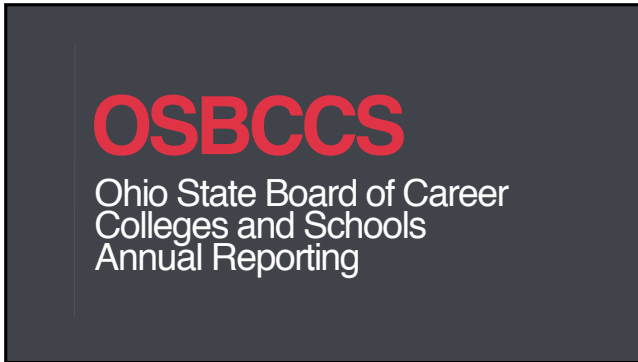
Ohio Annual Report History

- **Annual Reporting via Paper Forms 1974 – 2009**

- **Annual Reporting via Online Process 2010-Present**

- **Ohio Administrative Code Section 3332-1-23**

  3332-1-23 Annual report.

  (A) Pursuant to division (N) of section 3332.031 of the Revised Code, an annual report on the activities of the board will be published and made available via the board's web site for the governor, general assembly and other interested persons.

  (B) Failure of registered schools to provide timely and complete annual report data and information may result in late fees or other disciplinary action in accordance with section 3332.09 of the Revised Code.

  Promulgated Under: 119.03
  Statutory Authority: 3332.031
  Rule Amplifies: 3332.031
  Prior Effective Dates: 04/16/1990 (Emer.), 07/12/1990, 10/14/1994, 06/01/2005, 11/01/2011

Ohio Data Collection

- **Annual collection (July 1 – June 30 Fiscal Year)**

- Collection period generally Sept 1 - Oct 30

- Separate from the license renewal process

- **Data is aggregated into the OSBCCS Annual Report**

Ohio Data Collection

- **Enrollment/completion/placement data**

- **Some basic financial and employment information**

- **School directory information**

Data Form Collection

Data Form Collection

Data Review

- Each submission is individually reviewed for errors

- Clarification may be requested prior to approval of the document

- Once approved, an individual annual report document is created for each school

Data Reporting

- Data is aggregated in an excel spreadsheet for use in the OSBCSS Annual Report.

Use of Ohio's Data

- Data used to create OSBCCS Annual Report

- Completion/Placement data used to review school performance outcomes.

- All schools are required to report placement and graduation information to students prior to enrollment

- School data reported to other entities when requested

Discussion Topics

- **Verification of Self-Reported School Outcomes Data**
- **What the data means: The problem of small sample sizes**
- What the data means: The limitation of reporting periods
- What the data means: What should be done about bad outcomes?
- What the data means: How should the information be reported to consumers?

Tips for Annual Reporting

- **Don't Reinvent the Wheel**
  - o Use counterpart resources for inspiration
- **Set Reasonable Goals**
  - o You don't need high tech platforms to start
  - o Give yourself time to plan and evaluate
- **Encourage Stakeholder Feedback**
  - o Share proposals with institutions and staff
  - o Collect and consider critiques
- **Be Willing to Revise and Re-implement as Needed**

Questions & Discussion