

## WASHINGTON

### Washington State Board for Community & Technical Colleges

- Coordinating board
- Data collected from 2-year public institutions in the state
- The Washington State Office of Superintendent of Public Instruction has received 2 NCES Statewide Longitudinal Data Systems grants (FY09, FY09 [ARRA]), totaling over \$23.2 million. The agency included its postsecondary and labor partners in the FY2009 Request for Application made possible through the American Recovery & Reinvestment Act.
- 1 of 4 state level postsecondary student unit record (SUR) systems
- Other postsecondary SURs in state (click on active link(s) to view profile):  
[Washington Higher Education Coordinating Board](#) [Washington Office of Financial Management](#)  
[Workforce Training and Education Coordinating Board](#) (not included in study)

#### BACKGROUND INFORMATION

SUR NAME **Student Management Information System (SMIS)**

Year SUR Established **1984**

Last period of upgrade/modification **Between 1990 and 1999**

#### Reasons SUR was Established

- legislative compliance
- institutional resource allocation/funding formula

#### Legal Authority to Collect Data

- state law creating coordinating or governing board
- coordinating or governing board policy interpreting state law(s)

#### INSTITUTIONAL COVERAGE, TYPES OF DATA, AND METADATA

##### Institutional Coverage

- 2-year public

##### IPEDS Roles

**Verification** not applicable

##### Reporting

- coordinator

##### Participation in IPEDS Surveys

- 12-month Enrollment (E12)
- Completions (C)
- Human Resources (Employees by Assigned Position (EAP), Fall Staff (S), and Salaries (SA))
- Fall Enrollment (EF)
- Graduation Rate (GRS)
- Finance (F)
- Student Financial Aid (SFA)

#### Types of Data Collected

- postsecondary academic history (*placement test scores, transfer*)
- demographic
- postsecondary enrollment
- course-level information
- finance (*tuition, fees, fiscal management*)
- financial aid
- completions
- non-credit instructional activity (*pre-college courses [remedial, developmental], continuing education courses*)
- academic program inventory
- faculty/staff
- facilities/capital projects
- Adult Basic Education (*GED, Adult Basic Education, English as a Second Language*)
- labor/workforce/Unemployment Insurance

#### Authority to Change Data Elements/Definitions

- agency/entity staff
- group that includes appropriate institutional/campus personnel

#### Internal Primary Key(s) to Build Longitudinal Records

- internally generated student identifier

#### Metadata

##### business procedures

- data element dictionary
- data submission/reporting procedure

##### technical procedures

- data validation/data checking procedure
- data audit procedure

#### USES OF SUR DATA

##### Current Uses and Purposes

- decision-/policymaking
- generating reports and statistics (internal and external)
- research
- cross-sector collaboration (K-12, labor, etc.)
- other purpose (*policy work*)

**Types of Reports**

- completions
- course taking patterns
- distance education
- dual credit/dual enrollment
- economic impact/jobs
- enrollment
- facilities utilization
- financial aid ([sample](#))
- high school feedback
- institutional finance
- mobility/migration
- performance measures
- remediation
- retention
- transfer (*independent and proprietary/for-profit institutions included*)
- tuition/fees/college costs
- workforce attainment gain ([sample](#))

**Audiences Receiving Some or All Reports**

governor's office, legislature, coordinating or governing board, K-12 (agency, districts, and/or schools), other state agencies, federal agencies, other audience (foundations)

**LINKING ARRANGEMENTS WITH AGENCIES, STATES, AND ORGANIZATIONS**

**State P-20 Data Warehouse** yes

**Managing Agency** Education Research & Data Center within Office of Financial Management

**Host Agency** Washington Office of Financial Management

**Contributors**

Higher Education Coordinating Board, State Board for Community and Technical Colleges, Office of Superintendent of Public Instruction, Employment Security Department, Office of Financial Management, State Board of Education, Professional Educators Standards Board, Department of Early Learning, institutions of higher education (directly)

**Links to State Agencies/Entities**

- state financial aid agency/entity (*under development*)
- state education agency (K-12)

**Access to K-12 agency elements** yes

- labor/workforce

**Access to labor/workforce agency elements** yes

- human services

**Links to Other States** yes (Idaho, Oregon)

**Links to External Organizations**

- National Student Clearinghouse

**Primary IDs Used in Matching**

- Social Security Number
- Other ID (*unavailable*)

**Demographic Elements Used in Matching**

- name
- date of birth
- gender

**Legal Mechanisms Enabling Linking**

- memorandum of agreement/understanding

**Performance Measures Requiring Linking** yes

*(Temporary Assistance to Needy Families (TANF) WorkFirst outcomes and employment outcomes using employment records)*

**Barriers to Linking**

- FERPA concerns

**MECHANISMS TO ENSURE DATA QUALITY**

**Responsibility for Entering Data**

- appropriate institutional/campus personnel

**Responsibility for Checking/Verifying Data**

- appropriate institutional/campus personnel

**Method of Informing IR Personnel of Data Submission Inconsistencies**

- manual notification (e.g., email, phone call from agency/entity)

**On-site Institutional Data Audits** yes

**Frequency** as needed

**Professional Development for IR Professionals** yes

**Mandatory?** no

**Frequency** three times a year

**DATA ELEMENTS COLLECTED**

**Postsecondary Elements (36)**

- demographic*
- ✓ - student name
- ✓ - date of birth
- ✓ - gender
- ✓ - race/ethnicity
- ✓ - Social Security Number
- K-12 identification number
- ✓ - Institutional identification number
- ✓ - student identification number
- ✓ - citizenship
- ✓ - state residency status
- postsecondary academic history*
- admissions scores
- placement scores
- ✓ - prior college(s) attended
- transfer credits
- enrollment status*
- ✓ - degree seeking status
- ✓ - attendance status (full-/part-time)
- ✓ - 1<sup>st</sup> term of academic history
- ✓ - program/major
- financial aid*
- ✓ - dependency status
- ✓ - family income
- ✓ - federal financial aid
- ✓ - state financial aid
- ✓ - institutional financial aid
- ✓ - other financial aid
- ✓ - merit-based financial aid
- ✓ - need-based financial aid
- FAFSA fields
- academic activity*
- ✓ - course title
- ✓ - course mode of instruction
- ✓ - course grade
- ✓ - term student credit hours (SCH) attempted
- ✓ - term SCH earned
- academic attainment*
- ✓ - degree awarded
- ✓ - degree date
- ✓ - cumulative SCH earned
- ✓ - cumulative GPA

**K-12 Elements (13)**

- demographic*
- student free and reduced-price lunch eligibility
- language spoken at home
- disability status
- high school background*
- ✓ - high school attended
- district/school code
- ✓ - student resident county-district code
- academic activity*
- ✓ - date student enrolled
- course type
- course title
- course grade
- academic attainment*
- high school GPA
- ✓ - high school graduation date
- assessment scores

**Labor/Workforce Elements (15)**

- ✓ - employer ID number
- ✓ - employer size (# of employees monthly)
- ✓ - employer county
- ✓ - wages earned
- ✓ - wage type code
- ✓ - hours worked
- ✓ - employment quarter code
- ✓ - employment year
- date student/employee applied for Unemployment Insurance (UI)
- date student first received UI check
- other agencies providing services to student while student is receiving UI
- ✓ - U.S. Census North American Industry Classification System (NAICS) code
- ✓ - U.S. Census NAICS title
- U.S. Department of Labor Standard Occupational Classification (SOC) code
- U.S. Department of Labor SOC title