

## ALABAMA

### Alabama Commission on Higher Education

- Coordinating board
- Data collected from 2-year public, 4-year public, and independent (private, non-profit) institutions in the state
- Financial aid entity
- 1 of 2 state level postsecondary student unit record (SUR) systems
- Other postsecondary SURs in state (click on active link(s) to view profile):  
**Alabama State Board of Education/Community College System (not included in study)**

#### BACKGROUND INFORMATION

SUR NAME **Alabama Statewide Student Database System**

Year SUR Established **1998**

Last period of upgrade/modification **Since 2000**

Start up funds received **no**

Recurring funds received **no**

#### Reasons SUR was Established

- legislative compliance
- tracking student retention/graduation
- tracking students across institutions

#### Legal Authority to Collect Data

- state law creating data system
- state law requiring the collection of SUR data

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

##### Institutional Coverage

- 2-year public
- 4-year public
- independent (private, non-profit) [*plans to collect from additional independent institutions*]

##### IPEDS Roles

###### Verification

- coordinator

###### Reporting

- coordinator

##### Participation in IPEDS Surveys

- Institutional Characteristics (IC)
- 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

- demographic
- postsecondary enrollment
- financial aid
- completions
- academic program inventory

#### Authority to Change Data Elements/Definitions

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

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

- Encrypted Social Security Number (*plans to discontinue use as internal primary key are unknown*)
- K-12 student identifier
- statewide student identifier
- other internal primary key (*combination of date-of-birth and an encrypted SSN*)

#### Metadata

##### business procedures

- data element dictionary
- data submission/reporting procedure
- data certification forms

##### technical procedures

- data validation/data checking procedure
- statistical mechanisms used to alert institutional user of successful or unsuccessful data validation
- other technical procedure (*executable data edit program for institutions; ACHE data edit that compares IPEDS results to student database totals and subtotals for enrollment and completions*)

#### USES OF SUR DATA

##### Current Uses and Purposes

- decision-/policymaking
- generating reports and statistics (internal and external)
- consumer information for prospective students
- research
- cross-sector collaboration (K-12, labor, etc.)
- other purpose (*data sharing with Chambers of Commerce on enrollment by majors and completions by majors to help recruit new business/industry to the state*)

**Types of Reports**

- articulation
- completions
- dual credit/dual enrollment
- economic impact/jobs
- enrollment
- financial aid
- high school feedback
- institutional profile, public
- institutional profile, private (*independent institutions included*)
- mobility/migration (*independent institutions included*)
- remediation ([sample 1](#)) ([sample 2](#))
- retention
- student learning
- transfer (*independent institutions included*) ([sample](#))
- tuition/fees/college costs
- other report(s)
  - student source reports*
  - workforce development reports* ([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, general public

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

**State P-20 Data Warehouse** no

**Links to State Agencies/Entities**

- state education agency (K-12)
  - Access to K-12 agency elements** yes

**Links to Other States** no

**Links to External Organizations**

- Southern Regional Education Board

**Primary IDs Used in Matching**

- Other ID (*encrypted student ID calculated based on SSN*)

**Demographic Elements Used in Matching**

- name
- date of birth

**Legal Mechanisms Enabling Linking**

- memorandum of agreement/understanding

**Barriers to Linking**

- resources
- coordination with other state authorities/administrators
- 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)
- other mechanism (*occasional follow-up with face-to-face meetings*)

**On-site Institutional Data Audits** no

**Professional Development for IR Professionals** yes

**Mandatory?** no

**Frequency** as needed

**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