

Data Management Council
Boise and Video Conference
December 05, 2011
MINUTES

Attendance in Boise

Andy Mehl, John Romero, Joyce Popp, Leah Schultz, Linda Clark, Scott Grothe, Vera McCrink; Jeannie (Dept of Labor - for Susan Simmons); Absent: , Devan DeLashmutt, Ken Edmunds

Attendance remotely

Ann Lewis, Archie George, Georgeanne Griffith, Tami Haft

***New* Data Management Council website**

http://www.boardofed.idaho.gov/research_stats/data_management_council.asp

1. Update on new FERPA regulations from Leah

Leah provided a brief overview of the new FERPA regulations. At first glance it looks like it is opened up a bit. Leah thinks we should be 100% okay to send data to the State. With paperwork in place we also should be able to share detail level which opens up the opportunity to use SSN to avoid duplicates. Something else new is the ability to limit release of directory information, for example we could not release to marketing companies. The regulations look at it not only from institutions to the State but also from the State to other States. Webinars are provided by the Dept of Education with updated information; one is scheduled for January 2012. After more research Leah will give additional information to the Council. Leah is the FERPA expert for this Council.

2. Update on the Postsecondary SLDS

Postsecondary data has to be processed by January 2012 to meet the ARRA requirements. There is a possibility of an extension but that requires a formal request.

Items of concern:

- The timeframe for the data being requested from the Postsecondary Institutions includes summer 2010, fall 2010 and spring 2011. The institutions have only requested EDUIDs for fall and spring, so they need to do that for the summer students.
- Only 5 of the 8 institutions have sent either all or part of their submissions.
- Andy is waiting on the programmer so hasn't gotten a good look at the submitted files yet.

Note: Andy sent an email to the Postsecondary institutions regarding the summer 10 students needing EDUIDs plus a project timeline on 12/07/2011.

3. Discussion of the SLDS FY2012 Grant application

The grant application for additional funding from Institute of Education Sciences (IES) is due December 15. Andy is focusing on the 'Linkages from K-12' section of the grant looking for additional dollars to help with EDUID process, building a research request web site, and linking to

Dated: 1/04/2012

the Department of Labor. The awards will be announced in April and the money would be available June 2012 as a three year grant.

4. Council membership
Steve Schmidt of Boise State University has been asked to join the Council. Linda moved to the Chair position from her position as Vice Chair. Vera was voted in as Vice Chair.
5. Council Meeting Schedule
The Council discussed the need for face to face (FTF) meetings. The first FTF meeting will be used for finalizing the outstanding Council documents. The second FTF meeting was suggested so that the Council could take some field trips. Ideas for field trips included visiting a school district, a postsecondary institution, and the Department of Labor. It was also suggested that the Council meet with the Institutional Researchers (IR) and Registrars when they have their March meetings.

There is funding for quarterly FTF Council meetings which cover all the costs of travel for Council members. Andy will send out the form.

1st meeting: The dates for the FTF meeting to finalize the Council documents (etc.) are February 27th (10a to 4p) and 28th (8a to noon).

Tentative agenda items include:

1. Data Quality Management & Standards
2. Access & Use document
3. MOU Template
4. Confidentiality agreement
5. Data dictionary (possibly) – need to look at what is the role the Council (also on agenda for the March FTF with the IR/Registrars)
6. Research questions/agenda – with special emphasis on the 60% goal

2nd meeting: The dates tentatively decided by the Council for the second FTF meeting will be during the week of the March 19th. The Institutional Researchers (IR) and the Registrars are all down in Boise at the beginning of that week and it was thought that it would be helpful to also meet with those groups.

Suggested items for January meeting:

1. Update on the SLDS project
3. Prepare for Feb. meeting - make sure all documents on the web site with latest version, and create notebooks for Council members
4. Plan for March meeting with IR and Registrars on March 19th/20th (also include site visits to School Districts / Postsecondary / DOL)