

Data Collection: Who, What, Where, Why?

September 20, 2016

- The webcast will begin shortly.
- There is no audio being broadcast at this time.
- An archive of this webcast will be available on the WCET website next week.





WICHE Cooperative for Educational Technologies

Data Collection: Who, What, Where, Why?

September 20, 2016

Data Collection: Who, What, Where, Why?

- Welcome.
- Use the question box for questions and information exchange.
- Archive, PowerPoint, and Resources available next week.
- Follow the Twitter feed: #WCETwebcast.



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Overview



Questions from the Audience

- If you have a question during the webcast, please add your questions to the chat box. We will monitor the question box and have time for Q&A at the end of the presentation.



Moderator

Cheryl Dowd

Director

*WCET/State Authorization
Network (SAN)*



Dan Silverman, Aouie Rubio, Jeremy Booker

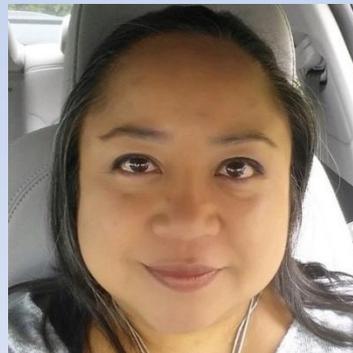
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*Applications Specialist
Appalachian State
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Tracking Practices

ex. Public - mid-size institution & SARA institution

Dan Silverman

*Compliance Coordinator
Virginia Commonwealth
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Tracking Practices

ex. Private mid size - Non-profit & Non-SARA

Aouie Rubio

Director of Operations

University of San

Francisco



Tracking Practices

ex. Private mid size - Non-profit & Non-SARA

Overview

- Chasing online programs enrollment numbers
- Catching up, Strategy and Consultation
- Beyond online -Upcoming priorities

Tracking Practices

ex. Private mid size - Non-profit & Non-SARA

Chasing online enrollment numbers

- Answer basic questions to assess authorization status
What states are our students in?
- Operational Reports -Data informed plan
Understanding data infrastructure specific to the institution.
Identification of high risk states approach.

Tracking Practices

ex. Private mid size - Non-profit & Non-SARA

Catching up, Strategy & Consultation

- Shifting institutional strategy for online programs.
- 9 States Plan for Focused Enrollment.
- Data tools for program consultation.
 - Identification of potential risk.
 - Project new states to focus on.

Tracking Practices

ex. Private mid size - Non-profit & Non-SARA

Beyond Online -Upcoming Priorities

- Online programs, online courses and hybrid
- Onground/online recruiting activities
- Impact of new proposed federal ruling
Disclosures and Notifications

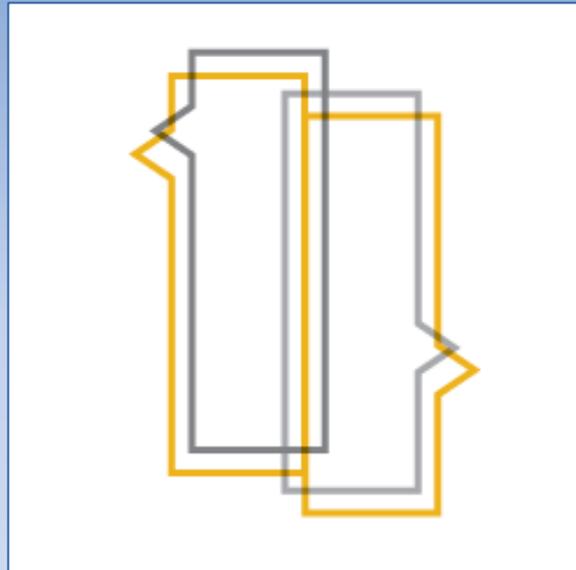
Internship Inventory Tool

Jeremy Booker

*Business & Technology
Applications Specialist (aka.
Programmer and Web
Designer
Appalachian State University*



Internship Inventory



Challenges & Motivations

Safety

- **Where? When? Who?**
- Where are our interns?
- When will they be there?
- Who do we contact?

State Authorization

- **Which states are allowed?**
- How do we stop internships in non-allowed states?
- As early as possible?

Contracts

- **Who can sign Contracts?**
- Signature Authority
- Standardization
- Is it valid & fully executed?
- Storage

Challenges & Motivations

- Modernize a paper-based process
- Capture data for reporting
- Increase approval speed
- Certify International Internships
- Stay out of the way!

Designing the Solution

- Collaboration & Buy-in:
- The Internship Advisory Council
- Phased Implementation & Continuous Improvement
- Respond to Feedback & Adjust

Browser: Internship Inventory x
URL: https://internshipinventory.appstate.edu
User: Jeremy

Internship Inventory

APPALACHIAN STATE UNIVERSITY



Internship Tracking & Reporting

Your workspace for sharing and organizing internships.

[Sign in now](#)



Get approval

Easily move internship proposals through the approval process.



Location, Location, Location

Know where your interns are located at any time.



Search & Report

Collect information, search it later and easily export it for reporting.

Interntship Inventory + Add Internship Q Search ? Get Help Settings Jeremy Booker Sign out

+ Add an Internship

Student

900325006 ✓

Jeremy Booker
900325006
jb67803@appstate.edu
Business Analytics

Term

1st Summer 2016 2nd Summer 2016 Fall 2016

Location

Domestic International

State

North Carolina

Department

Computer Science

Internship Host

Facebook, Inc.

Create Internship

[Edit Internship - Internship](#) Jeremy
https://internshipinventory.appstate.edu/index.php?module=intern&action=ShowInternship&internship_id=10040

Edit Internship

Student

Banner Id 900325006

First Name*

Middle Name/Initial

Last Name*

ASU Email*

Birth date 9/5/1986

Address

City

State

Zip Code

Phone

GPA 3.4889

Campus Main campus

Level Graduate

Status

Current Status: **New**

Next status

Leave as New

Forward to Signature Authority

Cancel

Certified by Office of International Education and Development

Faculty Advisor

Rahman Tashakkori - Computer Science

Contract & Documents

Host Details

Host Name

Phone

Emergency Contacts

Location

Physical Location of Internship

Location Domestic

Address

City

State North Carolina

Zip

Term Information

Term Fall 2016

Start Date

End Date

Course Information

This internship is part of a multi-part experience.

This is a secondary part (enrollment complete through primary part).

Select Subject...

Emergency Contact

Name Kristi Booker

Relation Wife

Phone 123-456-7890

Email kristi@gmail.com

Save Close

Zip Code

Phone

Address

City

State Select State

Zip Code

Compensation

Unpaid Paid

Stipend

Pay rate

Average Hours

[Edit Internship - Internship](#) Jeremy
https://internshipinventory.appstate.edu/index.php?module=intern&action=ShowInternship&internship_id=10040

Emergency Contacts

Kristi Booker • Wife • 123-456-7890 • kristi@gmail.com x

+ Add Contact

Location

Physical Location of Internship

Location Domestic

Address

City

State North Carolina

Zip

Term Information

Term

Start Date

End Date

Course Information

This internship is part of a multi-part experience.

This is a secondary part (enrollment complete through primary part).

Zip Code

Supervisor Info

First Name

Last Name

Title

Email

Fax

Supervisor's information is same as agency's

Phone

Address

City

State

Zip Code

Compensation

Unpaid Paid

Stipend

Pay rate

Average Hours per Week


Appalachian
 STATE UNIVERSITY
Internship Contract
 (Includes Practicum)

MINIMUM REQUIREMENTS:
 Degree, licensure, or certificate-seeking student

1. Junior or other standing as determined by department for undergraduates; good standing for graduate students
 2. Cumulative GPA of no less than 2.0
 3. Meets additional requirements of department/program

DOMESTIC (WITHIN U.S.) INTERNSHIP: _____ INTERNATIONAL INTERNSHIP*: _____
**For International Internships, please note #10 under "Requirements"*

Student's Name: Jeremy Lee Booker Banner ID: 900325006
 Student's AppState Address: _____
 Student's E-mail: jb67803@appstate.edu Phone: 828 262 6981
 Paid: _____ Stipend: _____ Unpaid: Hours Per Week: _____ Credit Hours: 0
 Course Dates From: _____ To: _____

<i>Faculty Contact</i>	<i>Internship Host Contact</i>
Name: <u>Rahman Tashakkori</u>	Agency Name: <u>Facebook, Inc.</u>
Address: _____	Address: _____
Phone: <u>828-262-7009</u>	Agency Site Supervisor Name, Title, and Address: _____
Fax: _____	CA
E-mail: <u>tashakkorir@appstate.edu</u>	Phone: _____ Fax: _____
	E-mail: _____
	Location of Internship, if different from Agency: _____

- REQUIREMENTS:**
- Undergraduate internships will be 1 s. h. (minimum) to 12 s. h. (maximum). The Appalachian faculty supervisor, referred to above as "faculty contact", will enter the S/U grade upon completion of all internship requirements.
 - Academic credit will be based on a minimum of 40 field placement hours per semester hour credit.

Jeremy

← → ↻ https://internshipinventory.appstate.edu/index.php?module=intern&action=ShowInternship&internship_id=9422

Change History

Changed 29 days ago by jamesjj	Apr 6, 2016 01:40
<ul style="list-style-type: none"> Status changed from New Internship to New 	
Changed 29 days ago by jamesjj	Apr 6, 2016 01:46
Changed 29 days ago by jamesjj	Apr 6, 2016 01:46
Changed 4 days ago by jamesjj	May 1, 2016 01:58
Changed 4 days ago by jamesjj	May 1, 2016 01:58
<ul style="list-style-type: none"> Status changed from New to Ready for Signature Authority Approval 	
Changed 3 days ago by rabinowitze	May 2, 2016 10:53
<ul style="list-style-type: none"> Status changed from Ready for Signature Authority Approval to Signature Authority Approved / Pending Dean's Approval 	
Changed 3 days ago by rabinowitze	May 2, 2016 10:53
<ul style="list-style-type: none"> Status changed from Signature Authority Approved / Pending Dean's Approval to Ready for Signature Authority Approval 	
Changed 3 days ago by rabinowitze	May 2, 2016 11:32
<ul style="list-style-type: none"> Status changed from Ready for Signature Authority Approval to Signature Authority Approved / Pending Dean's Approval 	
Changed 3 days ago by proctorr	May 3, 2016 09:25
<ul style="list-style-type: none"> Status changed from Signature Authority Approved / Pending Dean's Approval to Dean Approved / Pending Registration 	
Changed 2 days ago by trewch	May 3, 2016 11:34
<ul style="list-style-type: none"> Status changed from Dean Approved / Pending Registration to Registration Issue <p>Unable to register student for internship. Student currently enrolled for 6 hours Summer I 2016, will need maximum hours override permit for total of 14 hours. Permit request should be submitted through Appalnet Account. Please notify the Office of the Registrar when permit is obtained and we will register student for internship. 828-262-6818 Thank you</p>	

Q Search Inventory

Course

Term: All

Subject: Select subject

Course Number:

Section:

Faculty

Department: Select Department

Level & Major/Program

Level: Any Level Undergraduate Graduate

Major / Program: Choose student level first

Internship Type

Location: Internship Student Teaching Practicum Clinical

Location

Campus: Any Campus Main Campus Distance Ed

Location: Any Location Domestic International

Status

- New
- Ready for Signature Authority Approval
- Signature Authority Approved / Pending Dean's Approval
- Dean Approved / Pending Registration
- Graduate School Approved / Pending Registration
- Registered
- Registration Issue
- Cancelled

OIED Certification: Any Non-Certified Certified

The Product

- **A modern, custom web-based application.**
- Key Features
- Approval Flow
- Searching & Reporting
- History & Logging
- Real-time Banner Integration
- Document Storage

Sharing With Other Campuses

- The Open Source Model
- We share code. You may modify/improve, but must also share your changes.
- The Code is Free. You support it.
- Build a Community of Users / Developers
-
-
- You will need the support of your IT group for integration and support.

More Information

- Website: <http://appstateess.github.io/InternshipInventory/>
- Code:
- <https://github.com/AppStateESS/InternshipInventory>
- Twitter: @internInventory
- Full-length video demos coming soon.

SARA Data Requirements

Look for new SARA manual

Data Submission Requirements for Institutions Participating in the State Authorization Reciprocity Agreement (SARA)

- a. Institutions participating in the State Authorization Reciprocity Agreements (SARA) shall annually report to the National Council for State Authorization Reciprocity Agreements the number of students enrolled in the institution via distance education delivered outside the home state of the institution, disaggregated by state, territory, or district in which the students reside.
- b. This data shall be reported annually to NC-SARA in the spring following the due date for institutions to make their fall enrollment reports to the federal government's Integrated Postsecondary Education Data System (IPEDS).
- c. **Prior to such submission, NC-SARA will provide each SARA institution a data reporting manual** and a data usage agreement to be signed by responsible parties of the SARA institution and NC-SARA .

Data use by SARA

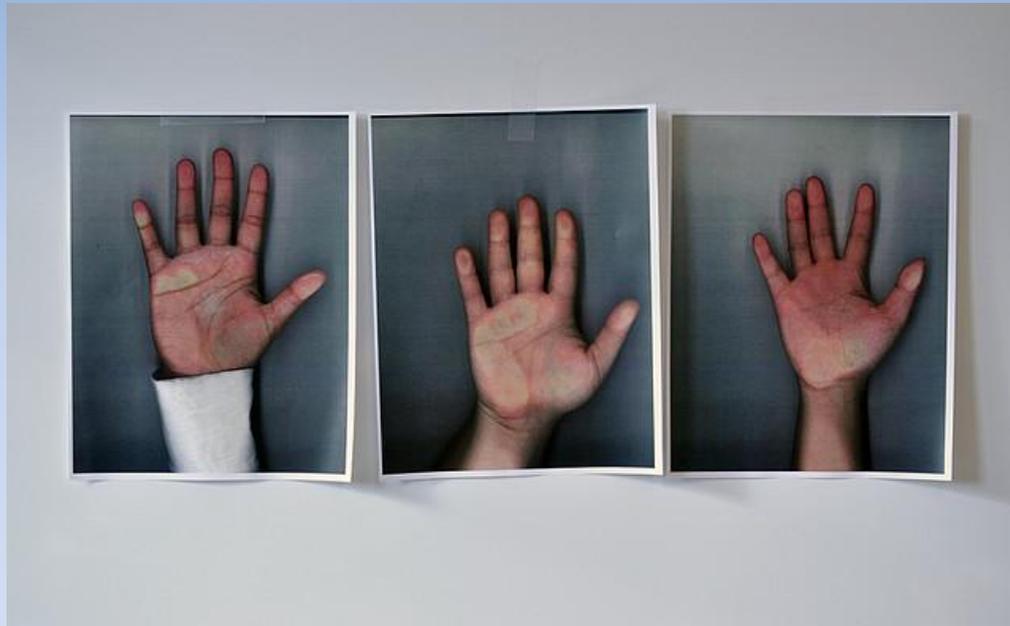
- a. NC-SARA on its website will report those enrollments, by institution

Lanna's Top 5 Best Practices on Data Reporting

Thank you to Lanna Dueck - Executive Director, Arizona SARA Council

1. **DEFINE & IDENTIFY PHYSICAL PRESENCE IN DATA SYSTEM:** data point your institution uses to identify student's physical presence
2. **DEVELOP STUDENT PHYSICAL PRESENCE REPORT WITH INSTITUTIONAL RESEARCH,** or the official data reporting department at your institution using the above physical presence data point in data system.
3. **PROGRAMMATIC AND ACTIVITY BASED SURVEY:** develop a way to identify and manage 'other activity' such as summer programs in other states, clinicals, student teaching if not identified in data system.
4. **ESTABLISH A STUDENT PRESENCE/STATE AUTHORIZATION REVIEW CYCLE:** set a cycle that makes sense for your institution and be consistent in maintaining it.
5. **COMMUNICATE PROACTIVELY WITH STUDENTS & INTERNAL STAKEHOLDERS:** let students and internal stakeholders know why identifying and maintaining clean data points and tracking mechanisms is important and how they can assist. Communicate changes in a timely manner.

Questions from the Audience



Contact Information

- Cheryl Dowd, Director, State Authorization Network, WCET | cdowd@wiche.edu
- Dan Silverman, Compliance Coordinator, Virginia Commonwealth University | dcsilverman@vcu.edu
- Aouie Rubio, Director of Operations, Accreditation & Compliance, University of San Francisco | Rubio+wcet@usfca.edu
- Jeremy Booker, Business & Technology Applications Specialist(aka. Programmer & Web Designer) Appalachian State University | jb67803@appstate.edu

State Authorization Resources



<http://wcet.wiche.edu/initiatives/state-authorization-network>

WCET State Authorization Webpage

<http://wcet.wiche.edu/focus-areas/policy-and-regulation/state-authorization>

WCET *Frontiers* Blog

<https://wcetblog.wordpress.com/>

Learn More and Stay Connected

Register now for the WCET Annual Meeting

- October 12-14, Minneapolis, MN
- <http://wcetconference.wiche.edu/>

Register now for WCET/SAN Compliance Workshop

- November 2-3, Cleveland, OH
- <http://wcet.wiche.edu/events/SAN-workshop/November-2016>

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