ATTENDEES: Jayna Cheesman, Debra Claunch, Gary Lindle  
PRESIDING: Jayna Cheesman  
PROJECT COORDINATOR: Jayna Cheesman, Kathy Hamperian

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| **CMDM Policy/Definition Reporting Chart** | **Response 8:** How is a first time, full time “student” defined?  
- Jayna asked Gary what fields in SIS are required to track retention.  
- Gary said to start with the Registration Type Code (RT215). There are 5 codes to designate first time freshmen (enrollment status indicates FT/PT):  
  - ‘FAP’ – “Pure” first year student – first time  
  - ‘FPW’ – First year student with prior college credits (earned while in High School from another post secondary institution)  
  - ‘RPW’ – Readmitted first year student with prior college credits (earned while in High School from UK)  
  - ‘RMP’ – Readmitted Minority program (readmitted from summer)  
  - ‘RPS’ (new code) – collegiate work started at UK during the summer session immediately prior  
  - Note: ‘FRX’ – Transfer student with less than 24 hours, but not part of the cohort group.  
  - The data is looked at once a year in the fall. The initial snapshot is usually taken the last day of August or first day of September.  
  - The flag (‘RPS’) started in Fall 2002.  
    - **ACTION:** Gary has a file for the last 5 years of data that will be used as a base.  
  - Fall 2002 = 3,692.  
- CPE Report, ‘IGRSCOHO’: includes above plus part time students also.  
  - Fall 2002 = 3,718.  
- ‘Legacy’ (children of alumni) are not in SIS now.  
- First generation college student is on the Admissions screen. |
| **Response 19:** Do retention rates for groups other than first time students need to be looked at, such as graduate level; and if so, what other groups?  
- The extract for this data should be done at the same time as for ‘Transfer students’.  
  - **ACTION:** Jayna will ask Ruby how transfer students are identified in SIS. (Completed 4/11/03.)  
- Undergraduates (RT110) are identified as: ‘UNO’, ‘UN1’, ‘UN2’, ‘UN3’, ‘UN4’, and ‘UN5’.  
- Recommendations:  
  A) Transfer students from KY Community & Technical Colleges (KCTCS)  
    - 1) Transfer students from Community Colleges  
      - Transfer field equals ‘Y’  
      - FICE = ‘672407’ (Ashland Community College) |
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<td>o ‘672404’ (Elizabethtown Community College)</td>
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<td>o ‘672405’ (Henderson Community College)</td>
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<td>o ‘672409’ (Prestonsburg Community College)</td>
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<td>o ‘672406’ (Somerset Community College)</td>
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<td>o ‘672410’ (Southeast Community College)</td>
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- 2) Transfer students from Technical Colleges
  - Transfer field equals ‘Y’
    - FICE = ‘680100’ (Ashland Technical College)
    - ‘680200’ (Bowling Green Technical College)
    - ‘680300’ (Central Kentucky Technical College)
    - ‘680400’ (Elizabethtown Technical College)
    - ‘680500’ (Kentucky River Community and Technical College District)
      - Old 672412 Hazard
    - ‘680600’ (Jefferson Technical College)
    - ‘680900’ (Madisonville Community and Technical College District)
      - Old 672414 Madisonville Community College
    - ‘681000’ (Mayo Technical College)
    - ‘681100’ (Northern Kentucky Technical College)
    - ‘681200’ (Owensboro Technical College)
    - ‘681300’ (Rowan Technical College)
    - ‘681400’ (Somerset Community and Technical College District)
    - ‘681600’ (Southeast Community and Technical College District)
    - ‘681500’ (West Kentucky Technical College)

- 3) Transfer students from Lexington Community College
  - Transfer field equals ‘Y’
  - FICE = ‘009707’ (Lexington Community College)

- B) Transfer students from other 2-year institutions public & private (non-KCTCS)

- C) Transfer students from other 4-year institutions (public and private)
  - ACTION: Jayna will ask Ruby how to identify 2-year versus 4-year institutions (FICE).  
    (Completed 4/11/03.)

- D) Graduate students
  - Classification starts with G
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DISCUSSION

- RT110 = ‘PR0’, ‘PR1’, ‘PR2’, ‘PR3’, ‘PR4’ (professional)
- Do not mix degree with non-degree students
  - **ACTION:** Check to see if professional schools want to be included.
  - **DATA QUALITY ISSUE:** Medicine is not updating the first professional field, therefore reporting is not complete.
    - **CPE Fields:**
      - FPY = ‘1’
      - Degree = ‘P’
      - First = ‘Y’
      - Law is OK
  - **ACTION:** Jayna will ask Ruby how a first time graduate level student is identified. (Completed 4/11/03.)
- Jayna said she was thinking of using a spreadsheet format which would track graduates and undergraduates from their first term of enrollment and every term thereafter. Fields to be tracked are:
  - Cohort group code – various groups could be indicated:
    - First-time student
    - First-time, full-time
    - Undergraduate
    - Graduate
    - Professional
  - Screen 016, Student AU Attributes
    - Governor’s Scholar (6)
    - National Merit Finalist (8)
    - High School Valedictorian (9)
  - Athletes, Screen 016
  - Sororities (Not in SIS)
  - Fraternities (Not in SIS)
  - AP Credit
  - Screen 1U7, special Status Categories
    - Discovery Seminar (‘DI’)
    - National Merit (‘NM’)
  - Cohort Scheduling, Screen 1U7
  - Enrollment status – RT088
  - Full-time/part-time status – RT090
  - Gender – AA040
  - Race – AA050
  - In/out residence
  - Age
  - Registration type (undergraduate, graduate, professional) – RT215
  - High school code – RB110
  - HS graduation date – RB118
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<td>- SAT – Verbal and Math</td>
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<td>o Undergrad GPA – RT260, ‘UC’</td>
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<td>o Earned credit hours (term specific and cumulative)</td>
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<td>o Majors based on CIP, SIS Major (RT120) and SIS Major Option</td>
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<td>o Graduate test scores</td>
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<td>- ‘GMAT’ (graduate)</td>
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<td>o SIS Major Option</td>
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<td>o KY county</td>
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<td>o KY region (not in SIS)</td>
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<td>- <strong>ACTION:</strong> Build table to map county to region.</td>
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- **E)** First year students who have some prior college credits (‘FPW’ in RT215) |
  o This is a subset of Response 8.

- **F)** Non-degree students |
  o Registration Type equals ‘NND’ (new non-degree undergraduate), in RT215. |
  - **ACTION:** Jayna will ask Ruby how Registration Type RMP is handled. *(Completed 4/11/03.)*

- **G)** Readmitted students |
  o Registration Type equals RDS (readmission degree seeking), in RT215 |
  - ‘RHS’ (readmission – before high school graduation) |
  - ‘RMP’ (readmission minority program – degree seeking) |
  - ‘RND’ (readmission – non-degree student) |
  - ‘RPS’ (readmit from first time freshman from summer) |
  - ‘RPW’ (readmission – work taken prior to HS graduation) |
  - ‘RST’ (readmission – transient student) |
  - ‘RWC’ (readmission – with additional CC work) |
  - ‘RWT’ (readmission with transfer credit) |
  - ‘RXT’ (readmission without transfer credit)
• H) Students still in high school
  o Registration Type equals ‘NHS’ (new student – before high school graduation), in RT215
• ACTION: Jayna will ask Ruby how undecided majors are designated in SIS. (Completed 4/11/03.)
  Gary said the majority of undecided majors are under University Studies. He said the SIS Major and SIS Option should be reported.
  o Fall 2002:
    - ‘AG’ – 37
    - ‘ED’ – 31
    - ‘FA’ – 7
    - ‘AH’ – 22
    - ‘HE’ – 15
    - ‘US’ – 2761
    - ‘CIP’ = 0
    - SIS Major, in RT120
    - ‘UHUS’ – ‘USUS’
• ACTION: Jayna will talk to Ruby about how to obtain graduate information that is not in SIS. (Completed 4/11/03.)
  There should be separate records for undergraduate, graduate, and professional, see RT260
  o ACTION: Jayna will ask Ruby which graduate classifications are to be used. (Completed 4/11/03.)
  o ACTION: Jayna will ask Connie if retention should be tracked at the graduate level.
  o ACTION: Jayna will ask Connie if full-time students might ever need to be given priority on class availability issues.
  o Gary said only about 25 to 50 students each semester are part time.
  o Fall 2002:
    - Freshmen first-time
      • Full-time – 3,654
      • Part-time – 26
      • Total – 3,680
    - Undergraduates
      • Full-time – 15,928
      • Part-time – 1,950
    - Graduates
      |          | M     | S     | D     |
      |----------|-------|-------|-------|
      | Full-time| 1,921 | 17    | 1,116 |
      | Part-time| 1,640 | 35    | 1,038 |
    - Professional
      • Full-time – 1,333
      • Part-time – 55
    - PostDoc
      • Full-time 232
    - House Staff
      • Full-time - 476