Postsecondary Data Mart Webinar

Data Access for Colleges

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Webinar Overview

- SLEDS refresher

- Postsecondary data marts
  - What they are?
  - Data use and responsibilities
  - Content

- Accessing the data mart

- Q&A

What is SLEDS?

SLEDS links data from K-12 to Higher Ed to Workforce.

The SLEDS project was created to assist in identifying the most viable pathways for individuals in achieving successful outcomes in education and work

View our Prezi!
http://tinyurl.com/o2wpm8d

What data is included?

Minnesota Department of Education (MDE)

- **K-12 Enrollment**
- **K-12 Assessment**
- **ACT**
- **Adult Basic Education**
- **Early Childhood Enrollment**
- **Career and Technical Education**

Minnesota Office of Higher Education (OHE)

- **Post-Secondary Enrollment**
- **Post-Secondary Completions**
- **Institutional Characteristics**

Minnesota Department of Employment and Economic Development (DEED)

- **Unemployment Insurance Wage Detail Records**
- **Employer Detail (including NAICS info)**
- **Workforce Training Participant Data**

Other

- **GED Results**
- **Out of State Higher Education Enrollments and Completions (National Student Clearinghouse)**
- **Advanced Placement Results**
- **International Baccalaureate (IB)**
- **SAT / PSAT**

Data is loaded twice a year: June & November

New SLEDS Products

SLEDS Mobile Analytics *sleds.mn.gov*

- Website includes background info on project
- **New for 2016 = Reports by Institution** (Demographics, Enrollment, Completions)

Graduate Employment Outcomes (GEO) http://mn.gov/deed/geo

- Employment outcomes of Minnesota college graduates 1-4 years after graduation by college type, program and major
- Includes graduates from 2007-2013
- **!!! Institution Level Data !!!**

Postsecondary Data Marts

SLEDS is now able to send student-level data back to colleges

SLEDS Access Level 3 – USER: System & College staff

Data:

- De-identified student level records
  - OHE is working with the SLEDS Governance Committee to make identifiable data available this fall
- SLEDS ID matches across files
- Population limited (e.g. current or former students)

Format:

- CSV or Excel
- Files refresh automatically in June & December
- Fields open to revision based on feedback

Purpose

- Evaluate educational programs;

- Evaluate student achievement and preparedness;

- Evaluate postsecondary success

- Evaluate employment outcomes

- Other use as approved by the SLEDS Executive Committee;

- SLEDS data may not be used for other purposes.

Responsibilities

- Sign data sharing agreement;
- Data are subject to provisions of FERPA and MGDPA;
- Limit data access to employees or contractors conducting analysis related to approved uses;
- Data may not be re-disclosed;
- Disclose only summary data that does not identify any individual (cell size =10+);
- Do not disclose other institutions by name in public reports;
- Store data in a secure manner to prevent unauthorized access;
- Destroy data when no longer needed for evaluation.

MINNESOTA SLEDS Postsecondary Data Marts

http://w20.education.state.mn.us/MDEAnalytics/Sleds.jsp

Secure Reports

The Statewide Longitudinal Education Data System (SLEDS) Secure Reports site contains student level de-identified data from K-12, postsecondary education. Data are linked at the individual student level from K-12 to postsecondary but no identifying information is included. SLEDS was developed to match student data from pre-kindergarten through completion of postsecondary education and into the workforce. By bridging existing data with other incoming data a range of education, programmatic, and delivery questions can be answered to gauge the effectiveness of current programs and design targeted improvement strategies to help students.

K-12 Secure Reports

This data is provided to LEAs around the state to answer questions specific to their student populations so that data can be used to drive decision-making and program improvement. These reports can be customized and opened directly in Excel. The starting cohort includes public high school graduates and drop outs (starting in 9th grade). The columns are labeled with definitions for each variable but users can refer to the attachment of data element descriptions or the SLEDS Data Dictionary located on the SLEDS analytics website for further information.

For LEAs who would like to gain access to the K-12 Secure Report for their district and schools, please see the data sharing agreement document. Once filled out and signed, it should be scanned and e-mailed to Kara Arzamendia at kara.arzamendia@state.mn.us.

Postsecondary Secure Reports

This data is provided to postsecondary institutions around the state to answer questions specific to their student populations. The data can be used to drive decision-making and program improvement. These reports can be customized and are available as text files. The starting cohort includes students enrolled in a postsecondary institution starting in 2003 or completing a certificate or degree starting in 2007 and continues to the present enrollment class. The columns are labeled with definitions for each variable but users can refer to the attachment of data element descriptions or the SLEDS Data Dictionary located on the SLEDS analytics website for further information.

For institutions who would like to gain access to the Postsecondary Secure Report for their institution, please see the data sharing agreement document. Once filled out and signed, it should be scanned and e-mailed to Meredith Fergus at meredith.fergus@state.mn.us.

SLEDS Secure Reports
K-12 Research Data Marts
Postsecondary Research Data Mart

SLEDS Level 3 Secured Reports

Post Secondary Research Data Mart

Bookmark this page

The Postsecondary Research Data Mart files provide student level information for each institution in the state. These files include demographic characteristics from K-12, postsecondary, and workforce activity for all students enrolled. The list below allows users to select and deselect the data elements to be included in a linked text file that can be downloaded to your computer.

System: Academy College
College: Academy College

Year: 2014
Status: Enrolled

Format: CSV

Download File

K-12 Attributes

- Make Selection -
High School State Accountability Test Math
High School State Accountability Test Reading
High School State Accountability Test Science
ACT
Advanced Placement (AP)

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<<

PS Enrollment Attributes

- Make Selection -
OHE Code
Student Level
Race
Gender
First Transfer

>>
<<

PS Completers Attributes

- Make Selection -
First Completion
Second Completion
Third Completion
Fourth Completion

>>
<<

Work Force Attributes

- Make Selection -

>>
<<

10

Content

PS Data Mart selections include:

- SYSTEM (e.g. MnScU, etc)
- COLLEGE (e.g. Augsburg, Bemidji State, etc)
- FISCAL YEAR (2007-2014)
- STATUS (Enrollees, Completers)

Enrolled Students: One record per Enrolled Student per Fiscal Year Selected per College as reported to OHE

Completers: One record per Award per Completer per Fiscal Year Selected per College as reported to OHE

SLEDS Content

Row: 1 student

Columns: data

- PS default columns
- K-12 Demographics
- K-12 Enrollment/Programs
- K-12 Accountability Tests
- ACT
- Advanced Placement
- GED/Adult Basic Ed
- PS First Transfer (OHE/NSC)
- PS Completion – 1st/2nd/3rd/4th (OHE/NSC)
- WDQI/Employment

Enrollees Default Columns

Columns for Enrollees

- SLEDS Person ID (random ID assigned to student)
  - Re-identification available late summer 2016 planned
- Registration Type reported to OHE in this FY of Enrollment
- Fiscal Year of Enrollment Selected (Fall 2013 = Fiscal Year 2014)
- System of Enrollment (e.g. MnSCU)
- Enrolled or Completed
- OHE Code of College
- College Name
- Student Level reported in this FY of Enrollment
- Race/Ethnicity reported in this FY of Enrollment
- Gender reported in this FY of Enrollment
- Age as of this FY of Enrollment
- Term of Enrollment this FY

Columns for both Enrollees & Completers

- K12 District Number
- K12 District Type
- K12 District Name
- K12 School Number
- K12 School Name
- HS Grad Year
- K12 Status End Code
- K12 Gender
- K12 Ethnicity
- Ltd English Proficiency (LEP)
- Special Ed (SPE) Flag

- Free & Reduced Price Lunch (FRP) $9^{th}, 10^{th}, 11^{th}, 12$th Grade
- Migrant (MIG) Flag
- PSEO Options $9^{th}, 10^{th}, 11^{th}, 12$th Grade
- PSEO Concurrent Enrollment $9^{th}, 10^{th}, 11^{th}, 12$th Grade
- Homeless Flag
- Gifted/Talented Flag
- Home Primary Language
- Primary Disability Code
- Independent Study

K12 Tests / ACT

Columns for both Enrollees & Completers

HS State Accountability Test – Math / Reading / Science
- Test Name
- Year Participated
- Proficiency
- Achievement
- Scale Score

ACT
- ACT Composite Score
- ACT Date Test Taken
- ACT Math Scale Score
- ACT Reading Scale Score
- ACT English Scale Score
- ACT Science Scale Score

Advanced Placement

Columns for both Enrollees & Completers

- AP Biology Exam Grade
- AP Calculus AB Exam Grade
- AP Chemistry Exam Grade
- AP English Language and Composition Exam Grade
- AP English Literature and Composition Exam Grade
- AP Human Geography Exam Grade
- AP Music Theory Exam Grade
- AP Physics C Electricity and Magnetism Exam Grade
- AP Physics C Mechanics Exam Grade
- AP Psychology Exam Grade
- AP Statistics Exam Grade
- AP US Government and Politics Exam Grade
- AP United States History Exam Grade

GED / Adult Basic Ed

Columns for both Enrollees & Completers

- GED Record (Indicates if the student has passed the GED)

- ABE Record (Indicates if the student participated in ABE)
- ABE Attendance Hours
- ABE Completion Code
- ABE Goal Obtained A Secondary School Diploma

First Transfer

Columns for both Enrollees & Completers

- Pulls from OHE and NSC data

If the student enrolled at an institution other than the institution selected AND enrolled after the FY selected

- First Transfer College of Enrollment
- First Transfer OHE Code
- First Transfer Season
- First Transfer Fiscal Year
- First Transfer Regular Credits
- First Transfer Remedial Credits
- First Transfer Transfer Credits
- First Transfer Accumulated Credits
- First Transfer Degree Seeking
- First Transfer Award Level 1

- First Transfer Major 1 CIP
- First Transfer Award Level 2
- First Transfer Major 2 CIP
- First Transfer Student Level
- First Transfer Registration Type
- First Transfer Unit of Instructional Measure
- First Transfer Quarter Hour Equivalence

Completions (First through Fourth)

Columns for both Enrollees & Completers

- Pulls from OHE and NSC data

- First Completion Organization ID OHE
- First Completion Organization ID OPE
- First Completion Graduation Month
- First Completion Graduation Year
- First Completion Award Type
- First Completion Degree Title
- First Completion Major 1 CIP
- First Completion Major 1 CIP Year
- First Completion Major 2 CIP
- First Completion Major 2 CIP Year
- First Completion Age At Graduation
- First Completion Record Source

Completers Default Columns

Columns for Completers

- SLEDS Person ID (random ID assigned to student)
  - Re-identification available late summer 2016 planned
- Fiscal Year of Completion Selected (Fall 2013 = Fiscal Year 2014)
- System of Completion (e.g. MnSCU)
- Enrolled or Completed
- OHE Code of College
- College Name
- Race/Ethnicity
- Gender
- Age as of Completion

Repeat of K12 Enrollment/Other Attributes, K12 Tests / ACT, Advanced Placement, GED/ABE, First Transfer, Completions

WDQI Employment

Columns for Completers
- Replicates GEO data for each graduate

- Academic Year
- Institution Code
- Institution Name
- CIP Code
- CIP Title
- Award Code
- Valid SSN
- Wage Record 1
- Hourly Wage 12 Month
- Hourly Wage 24 Month
- Hourly Wage 48 Month

- Hourly Wage Record 2
- Annual Wages Year 2
- Employed Full-time Year 2
- Annual Wages Full-time Year 2
- Employed Full-time Year 3
- Annual Wages Full-time Year 3
- Employed Full-time Year 4
- Annual Wages Full-time Year 4

Wage Outcome Timing

Wage Data Basics

Pulled from Minnesota unemployment insurance data (97% of MN employment)

Workers and jobs excluded from Minnesota wage records include, but are not limited to:

- employees of the federal government, including the US military,

- those employed in another state or by another state,

- those employed by a school, college, or university whose primarily relation to the school or institution is as a student, or

- proprietors and the self-employed.

Wage records excluded from hourly and annual wage calculations:

- IF quarterly hours worked is less than 10 or equal to 999.

- IF quarterly hourly wages are less than $6.00.

Wage Data Exclusions

Wage records excluded from hourly and annual wage calculations:

- IF quarterly hours worked is less than 10 or equal to 999.

- IF quarterly hourly wages are less than $6.00.

Additional Exclusions

- Programs with less than 10 graduates with valid Social Security Numbers

- Cells with fewer than 10 individuals

- The following 2-digit CIP groups have been excluded: 32, 34, and 39.

  - CIPs 32 and 34 were excluded as invalid instructional program codes

  - CIP 39 was excluded due to the gaps in coverage of religious establishments in UI records.

Wage Data Caveats

Median Annual Wages

- IF a graduate is concurrently earning wages from more than one employer, only wages from the predominant job are included.

- "Predominant" is defined as the job with the highest wages per quarter.

Full-Time Employment

- Graduates must have worked during each quarter of the year for an annual total of at least 1,820 hours (an average of 35 hours per week for a full year)

PS Data Mart Access Roles

OHE DSA Clause 2 Representative (C2R)

- Individual authorized to grant OHE permission to release information identifying the institution or system
- Also responsible for signing the SLEDS DSA.

Level 3 User

- Individual appointed by the institution or system to be able to access SLEDS data on students from their institution
- Not responsible for granting release of information.

More info at https://www.ohe.state.mn.us/mPg.cfm?pageID=1935

PS Data Mart Forms

SLEDS Data Sharing Agreement

- All institutions/systems will need their C2R to sign the SLEDS DSA

Some may also need:

- To update your OHE Data Sharing Agreement C2R, submit the "Update to Clause 2 Representation Amendment."
- To approve a Level 3 User for the SLEDS Postsecondary Data Mart, submit the "Access to SLEDS Level 3 Data and Secured Reports Amendment."

Find these forms at
https://www.ohe.state.mn.us/mPg.cfm?pageID=1935

Access Approval Process

1. Submit the SLEDS DSA and other paperwork to OHE.

   - For institutions whose C2R is also the person who wants access to the SLEDS Postsecondary Data Mart

     → The C2R will sign the SLEDS DSA.

   - If an institution wants to update their C2R

     → Please complete the "Update to Clause 2 Representative Amendment".

     → The new C2R will also sign the SLEDS DSA and request access.

   - If your institution wants to maintain the current C2R, but allow another individual to access the SLEDS Postsecondary Data Mart

     →Complete the "Access to SLEDS Level 3 Data and Secured Reports Amendment."

     → The C2R signs the SLEDS DSA

     → The Level 3 User should request access.

Access Approval Process

2. C2Rs and/or Level 3 Users request access. Directions and links to the appropriate pages can be found at https://www.ohe.state.mn.us/pdf/SLEDSDataMartAccessSteps.pdf.

3. Once OHE verifies all necessary paperwork has been received, we will authorize your access to the Postsecondary Data Mart.

* MNSCU Users
   – Process will be slightly different. Talk to Craig Schoenecker.

SLEDS Postsecondary Data Mart Access Steps
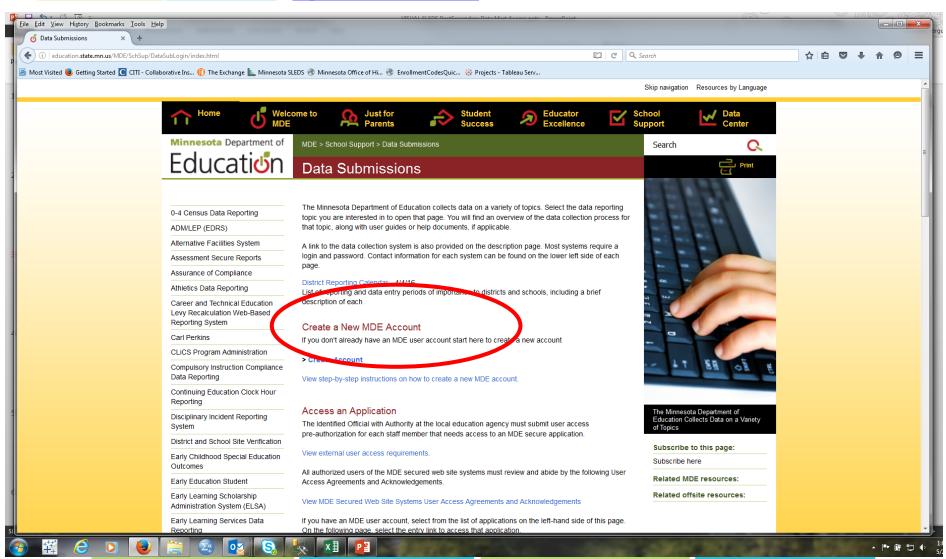
Instructions for College Users

Receive Postsecondary Data Mart Access Instructions from OHE

- Instructions will include a SLEDS DSA that your institution needs to sign and return to OHE
  - Who signs it? The Clause 2 Representative (C2R)
  - List of Clause 2 Reps is on OHE's SLEDS page
    http://www.ohe.state.mn.us/mPg.cfm?pageID=1935
- To update your C2R, complete the Update to Clause 2 Representation Amendment
- To add another user from your institution beyond C2R, complete the Access to SLEDS Level 3 Data and Secured Reports Amendment
- Follow steps as follows to request access

1. Create an MDE account here

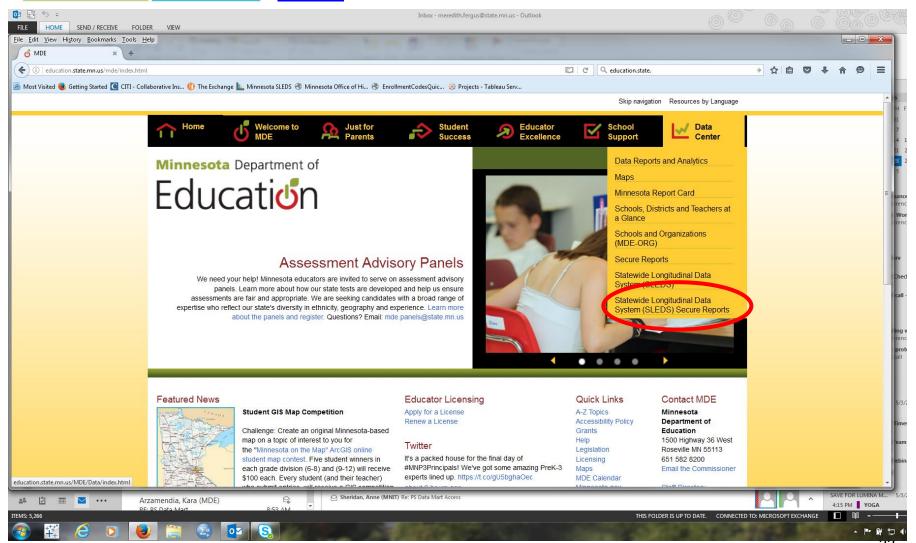http://education.state.mn.us/MDE/SchSup/DataSubLogin/index.html
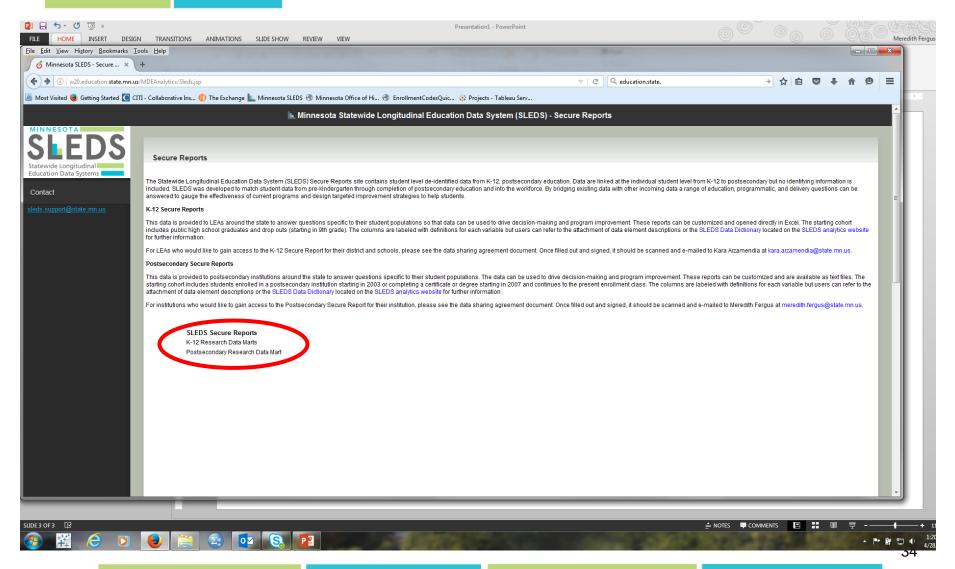
Go to SLEDS Secure reports here

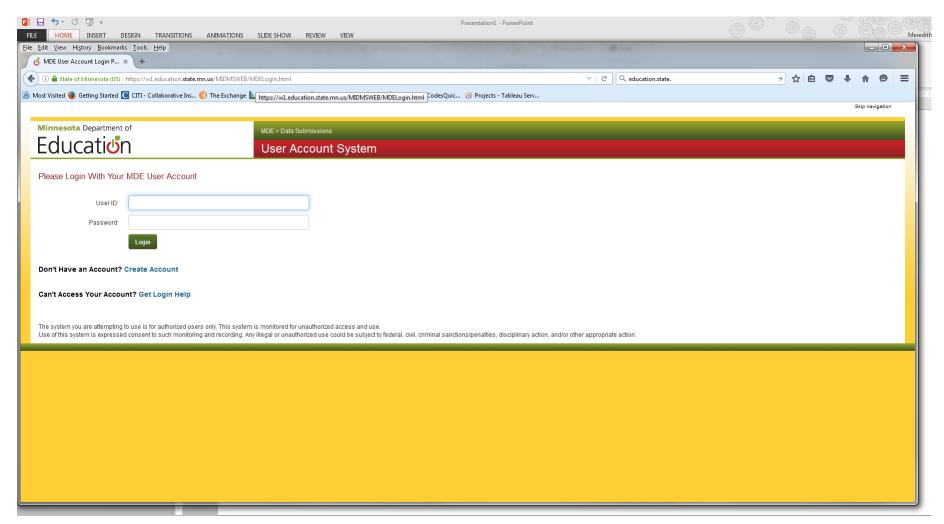*http://w20.education.state.mn.us/MDEAnalytics/Sleds.jsp*
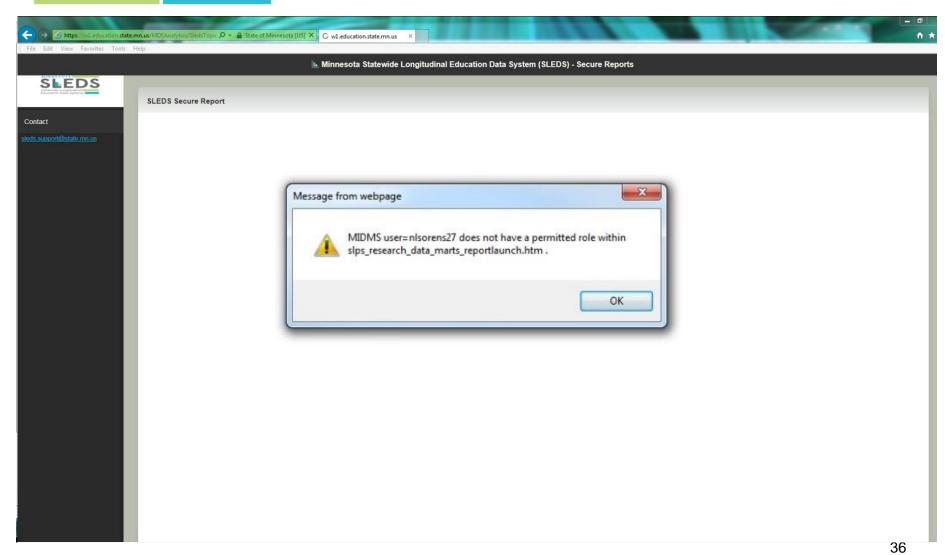
Choose "Postsecondary Research Data Mart"

Log in using your account created in step 1

"Does not have permitted role" Error Message

![Minnesota SLEDS logo] **Authorization Required**
Select "Request Application Access"

Minnesota Department of Education — User Account System

MDE > Data Submissions > User Account System

User Account System

Authorization Required

Hello Nichole Sorenson (nlsorens27)

Our system recognizes that you have a valid User Account, but this account has not been granted access to the **SLEDSPS**. This is due to one of the following reasons:

1. You have not requested access for the **SLEDSPS** application. You may now request access by selecting the button shown here

Request Application Access

2. You have made a request for the **SLEDSPS** application access, but it has not yet been approved. Please allow from **1 to 7** business days for approval.

Return to Data Submissions Page

Revision

Choose Role

Select 1 Institution OR "I need access to more than one..."

Minnesota Department of
Education

MDE > Data Submissions > **User Account System**

User Account System

Choose District

You are requesting authorization as:

User ID: nlsorens27

Full Name: Nichole Sorenson

For Application: SLEDSPS

Role: CollegeUser

Select the district for which you would like to request authorization:

I need access to more than one district

District	District
Academy College 0067-24	Adler Graduate School 0064-24
Alexandria Technical & Community College 0206-04	American Academy of Acupuncture and Oriental Medicine 0108-24
American Indian Opportunities Industrialization Center 0053-24	American Institute of Nondestructive Testing 0151-24
American Nursing & Technical Institute 0163-24	American Workshop 0139-24
Anoka Technical College 0011-04	Anoka-Ramsey Cambridge Comm. Col. 0019-21
Anoka-Ramsey Community College 0001-21	Apostolic Bible Institute 0025-24
Argosy University/Twin Cities 0204-24	Art Institute International Minnesota 0087-24
Art Instruction School Inc. 0068-24	Augsburg College 0001-24
Avalon School of Cosmetology 0142-24	Aveda Institute Minneapolis 0102-24
Aviva College 0186-24	Awaken Pilates 0176-24
Bemidji State University 0001-22	Bethany Lutheran College 0031-24
Bethel Seminary 0219-24	Bethel University 0002-24
Bethlehem College and Seminary 0214-24	Brainco-Minneapolis School of Advertising Design and Interactive Studies 0121-24

For multiple institutions, use check boxes.

Confirm and Submit Request

Authorization Request Submitted

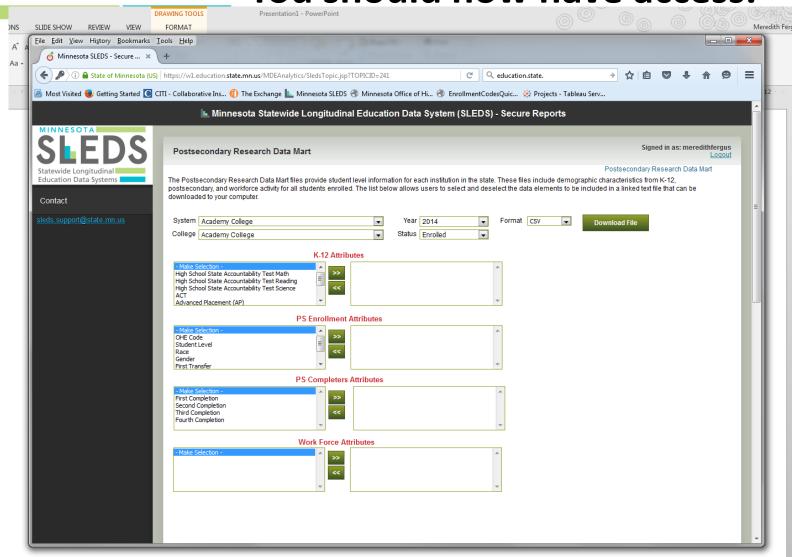**MDE sends OHE an email; OHE will approve access if we've received a signed SLEDS DSA.**

Make sure your paperwork is in!

- Your system or institution needs a signed SLEDS DSA

- Some may also need to submit

  - Update to Clause 2 Representation Amendment

  and/or

  - Access to SLEDS Level 3 Data and Secured Reports Amendment

7 days later, log in again.
You should now have access.

For More Info…

Upcoming Webinar

Wednesday, June 15, 2016 at 12:30 to 2:00pm

Questions? Contact us.

Meredith Fergus

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