



Data Advisory Group

Meeting minutes

10:00 – 11:30 a.m.

July 22, 2024

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1. Welcome & Introductions

In attendance: Mark Chisholm-Co chair HED, Dina Advani Co-chair HED, Anita Gavin-IAIA, Doug Comes-HED, Joseph Leakakos-HED, Todd DeKay-ENMU-Ro, John Bollweg-UNM-VA, Kate McGowan, Dr. Vanessa Hawker, Jody Weber-HED, Dawn Kenney -CNM, Bill Brown - NMJC. Dr. Patricia Trujillo- HED Deputy Secretary.

2. Review Previous Meetings Minutes

3. Degree file changes for Summer 2024

- a. DOB Column
- b. Short Degree Title

Dina Advani- HED proposing adding DOB to degree files. eDEAR will accept changes starting in November 2024 but will not be mandatory for the first year to allow for adjustment. Also, HED will be adding short degree title. NMHED plans to send out new eDEAR manuals reflecting changes within the next couple of weeks along with scheduling an IR meeting for Q&A.

4. Financial aid file changes

- a. Institutional ID field added for AY23-2024
- b. Financial Aid Codes for eDEAR
 - i. S27 - Graduate Social Worker Scholarship
 - ii. S28- Graduate STEM Scholarship
 - iii. S29- High Demand Work Study

Some of the changes have already been made and are in the eDEAR system. For example: the Institutional ID field aka Banner Id. Now institutions have the option to send the Institutional ID in the data reports. This option makes it easier for data matching in demographic requests. It is not mandatory at this time and will require a header not applicable to Sept. 2024 file but an option.

New financial aid codes have been added per request of HED financial aid division. Dawn Kenney-is high demand work study a separate pot of money? Dina Advani- yes, but Mark may have more information. Mark Chisholm- It was a new appropriation last year and renewed this year, but it is constrained. I believe everybody that recieved the money couldn't use it. However, we collect financial aid data late e.g. 2023-24 financial aid data won't be collected till Sept. 2024. I will do some research and get back to you with information on this type of aid.



Dr. Patricia Trujillo has joined the meeting.

Marc Saavedra- I thought this aid money was to expire last fiscal year but extended to this year and allowed for internships, workforce training, and external ships. The 3 research institutions are allowed to use it for in DEMAND. It may be extended this year but unsure. Vanessa may know. Vanessa Hawker- this money does go away at the end of FY 25. This money comes from workforce solutions high demand fields. Financial Aid offices were not able to determine eligibility till after the fact and Aid offices were having to circle back. This contributed to a lot of the money not being spent and therefore being reauthorized and inclusive of workforce training.

Dina Advani- I have sent out email to Heather Romero HED Financial Aid director for clarification on duration of need for this type of aid code. Mark Chisholm- The legislature is often appropriating special monies that the HED Financial Aid office distributes to the Institutions. Then HED Policy/Planning & Research are required to figure to collect the data on how the monies were spent. Dina Advani-I did do some research and it seems there was a high demand allocation data request that was put together so Hether Romero should be able to break down for us how much money was distributed to each institution. The code is available, and the allocation can be reported utilizing the new financial aid code. More on this topic later.

5. Discussion on Student Financial File for next cycle

a. New FAFSA Field SAI

b. Historical Trends of reporting on Cost of attendance, EFC, Parent income

Dina Advani-#5 Discussion on how we want to do the reporting for next year. This year's reporting is the same. We don't have anything set in stone, but we do want to be ready.

Carmella Sanchez- Who is reporting the Financial Aid reports we are having some transition in our Financial Aid dept. Although I would like to do both. Dawn Kenney- I have been doing both enrollment and financial aid reports for a few years.

Kate McGowan- We do a mix. Our financial aid dept does data compiling and I do the formatting/ submission. My big concern is coding and values are changing in new FASFA fields and will impact how we collect the data. Mark Chisholm- referenced the FASFA free application question 15 Parent education status- did either parent attend or complete college. But no explanation on how to fill out question 15 with no definition on completed college. Kate McGowan- if HED plans to collect information we need to have a set definition stipulated and distributed statewide with a very specific reference in the eDEAR manual.

Carmella Sanchez- with that definition it needs to give reference to type of award e.g. (certificate level or degree level).

Mark Chisholm-For this coming year it still the old def. of family contribution starting next year do we repurpose that field and rename it SAI and change the range of values or do we add a new field to alleviate confusion. I am getting comments on adding new field. Ok, the new field is the consensus.

6. Review of Draft Faculty Salary and Demographic Survey



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- Mark Chisholm- I have been talking about the Faculty Salary survey and I have a draft available. I will share my screen to display. I pulled data from IPEDS 2022. We do get ethnicity and gender from IPEDS on part time and fulltime faculty. I did send out attachments with an agenda email for review. Once I get some feedback on survey form, we will distribute it, and I believe Dina and Johanna will be distributing it digitally. Dina Advani- Yes, we are looking into survey monkey to distribute survey to institutions digitally. Vanessa Hawker- in the Benefits section the benefits for part time faculty will need to include if benefits are prorated. I know this has been a scenario in the past. Mark Chisholm- that is a good suggestion I will look at adding that to the section. John Bollweg- change wording from provided to available in benefits question. Mark Chisholm- that is a good suggestion I will change the wording. The department should be doing this survey yearly, but I think the last time it was done was maybe 2007. I will take note of these suggestions/comments and use them to make changes to form. If we just asked for a copy of your Fall 23 HR survey and did a separate one for part time faculty would that be easier? Dawn Kenney- a lot of this data will be collected by our HR dept. but not on part time faculty. Mark Chisholm- I don't believe IPEDs collect data on part time faculty salary.**
7. Cip to Tier Cluster mapping
- a. This is the table used in the Funding Formula SCH calculations
Mark Chisholm-Old funding formula used credit hours funding based on cipcode mapping to a cluster. The cluster for 2-year schools was different from 4 -year schools. Tiers were used to determine funding. Mark- Displayed existing cipcode table that matches every cipcode received through Fall 2023. Dina will have Spring 2024 data loaded this week. There might be one or two new cipcodes in Spring 2024 data that could get added to the existing table. We have contracted with Natl. Center for Higher education management systems to look at the current funding formula mapping system to determine if cost determination matrix is relevant/valid. Based on the feedback from Natl. Center of Higher Education we will revisit this topic but probably not this year maybe next.
8. Discussion on Course Leaf
- Mark Chisholm-Still working at getting existing course matrix and existing catalogue loaded into a format that Course Leaf can take and start building their internal tables. NMHED Staff has gone through the review of common course matrixes and course descriptions with outcomes. There have been some discrepancies correspondence has been sent out to each institution for corrections. In an effort to try and meet the compliance order for common course numbering across the State Higher Ed. Institutions.**
9. Next meeting
- a. Currently scheduled for August 12, 2024, at 10:00 AM
 - b. Proposed meeting dates
September 9th,
October 7th,
November 4th,



December 2nd.

- c. Are there any topics that should be added to upcoming agendas?