## Message from the Director

Howdy! It’s summertime and I hope that you have already enjoyed or have plans to enjoy some vacation time.

Congratulations to all of those who were involved with the recent Higher Learning Commission’s (HLC) reaffirmation of our institutional accreditation! The institution received many glowing comments from the on-site review team and we do not have any follow-up reports! Special kudos go to Drs. Rod Naim and Terry Potter, who were instrumental in achieving this highly successful visit.

In this NOIR edition, we have information related to new federal guidelines and reporting requirements, including state authorization, credit hour definition, and gainful employment...because you can never have too many federal regulations!

The Spring 2011 End of Term and Summer 2011 Census Reports are now included in the Report Library on our website. You will notice a change in the Denver Campus reports. While all Denver Campus enrollment reports have typically included a three-year history, these new reports reflect just a single term. We are in the process of automating our enrollment reports and integrating SIS and ISIS data so that the history will be included in future reports. Stay tuned...we will repost new reports with the history as soon as that functionality has been added.

This newsletter’s spotlight is on Paula Dickson. I am sure that many of you have already had the pleasure of interacting with Paula – she is the point person for requests that come into the office. She has some exciting and important news to share, so please make sure to page down to the Spotlight section!

So, grab your summer lounge chair, put your feet up, and spend a few moments reading about the latest goings on in IR!

## Calendar of Events

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>7/1/2011</td>
<td>Deadline for reporting information related to <a href="mailto:gainfulemployment@email.com">gainful employment</a> federal regulations regarding credit hour and state authorization also go into effect.</td>
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## "Now Showing":

IR’s new ["HEOA"](mailto:heoa@email.com) and [Gainful Employment](mailto:gainfulemployment@email.com) webpages are compliant with new federal regulations and provide our customers and constituents access to required information, these new websites were developed.

## "Coming Attractions":

Users who are logged into the IR Website will be able to check on the status of their current data requests, and be able to quickly "reorder" previous data requests.

## Reminder:

The responsibility for surveys has shifted from OIRPA to the Office of Institutional Accreditation, Strategic Planning, and Effectiveness (OIASPE). For any general questions regarding surveys or questions about surveys conducted after 2010, please contact Ms. Kimberly Thompson, Director of OIASPE.
### Newsreel: New Federal Regulations

There are new federal regulations related to financial aid (but impact a wide range of areas), that expand the institutional reporting requirements. These regulations, in effect as of July 1, 2011, cover three specific areas: definition of a credit hour, state authorization, and gainful employment.

#### Credit Hour Definition
The new regulations establish a minimum basis for a credit hour (that apply to all credit hour educational programs at all Title IV eligible programs) that is used to determine eligibility for and amount of federal financial aid. For additional information, see [http://www.ifap.ed.gov/dpcletters/GEN1106.html](http://www.ifap.ed.gov/dpcletters/GEN1106.html).

#### State Authorization
To begin and continue to participate in federal student aid programs, institutions must be legally authorized to provide a postsecondary educational program within the State in which it is located. Institutions offering postsecondary distance or correspondence education must comply with "any State requirements" to be legally offering education in that State. Institutions must be able to document the relevant States' approvals if requested by the Department of Education. More information is available via [http://www.ifap.ed.gov/dpcletters/attachments/GEN1111.pdf](http://www.ifap.ed.gov/dpcletters/attachments/GEN1111.pdf).

#### Gainful Employment
Institutions are required to report specific information about students who are or have been enrolled in Title IV eligible educational programs that lead to gainful employment in a recognized occupation (GE programs). These regulations also mandate institutions to disclose information about the GE programs (such as completion rates, debt, and job placement) to prospective students. In addition, institutions are required to notify the Department if they wish to add any additional GE Programs to their list of Title IV eligible programs. See [http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html](http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html) for more information.

### Customer Survey / Website Feedback

Many thanks to those of you who responded to our 2011 Office of Institutional Research, Planning and Analysis (OIRPA): Evaluation of Office, Services, and Staff! The results are available [online](http://www.ucdenver.edu/about/departments/InstitutionalResearch/AboutUs/Documents/Strategic_Plan/OIRPAStrategicPlanFY11.pdf), we also examine all of the comments provided to determine if there are particular areas of concern or for improvement.

If you did not respond to the survey, but wish to do so, the [survey link](http://www.ucdenver.edu/about/departments/InstitutionalResearch/AboutUs/Documents/Strategic_Plan/OIRPAStrategicPlanFY11.pdf) is available at all times.

If there is anything that you would like to discuss in person, please do not hesitate to contact IR’s director, [Dr. Christine Stroup-Benham](mailto:Dr.Chris.Stroup-Benham@ucdenver.edu) at x52835.
Reminder: Requesting Data from IR

The Office of Institutional Research, Planning and Analysis (OIRPA) strives to provide you with timely, accurate, and clearly presented information. In order to ensure that we meet your needs for the requested data, it is important that we receive your request two to four weeks in advance of the date you require the information. Please be assured that we will work with you when emergency requests arise; however, so that all customers enjoy the same level of service and projects/requests are prioritized appropriately, it is important that we know of your needs as far in advance as possible. Also, keep in mind that the online report library is an excellent resource. If you would like us to demonstrate any aspects of our website, please let us know! We are happy to come to your unit and provide a demo and answer questions.

Online Data Request Form

IR Main Telephone: 303-315-2840
IR Email: IR@UCDenver.edu

New Fall 2011 Snapshot Process

As some of you know, each fall IR takes a snapshot of a subset of the HR data held within PeopleSoft and augments those data with elements not held within PeopleSoft, such as tenure status. We then put those data through an exhaustive ‘scrubbing’ process, looking for any “bad” data that need to be corrected.

Beginning this fall, we’ll be introducing a new web-based interface for use by the schools’/colleges’ HR liaisons during this process. HR liaisons will be able to log in to the website and view data for all of the faculty with appointments in their respective schools/colleges. There will be a link to the PeopleSoft HR website so that the liaisons can easily jump to that website and make whatever changes are needed.

For those fields that are tracked outside of PeopleSoft (e.g., tenure status) HR liaisons will be able to make changes right there within the IR interface website! This will eliminate a lot of the back-and-forth emails, reduce errors, and (hopefully!) simplify the entire process. Our thanks to the HR liaisons who have provided input and to Jeff Finch for providing the technical expertise to make this vision a reality!

FAQ

How do I request a User Login to the OIRPA website, so that I can access secured content and submit data requests easier?

To initiate a New User Request:
- Navigate to the User Login page of our website
- Click on the “Apply for a new account” link in the middle of the page
- Complete the “New User Request” form with as much information as possible
- Click the “Submit Request” button

At that point, the request will be reviewed and if approved, your Unit/Department Head will be contacted for confirmation of the request. Regardless of approval status, you will be contacted by one of our staff. If you have questions while completing the form, please call (303-315-2840)!

Staff Spotlight

Hi! My name is Paula Dickson. I stumbled into Institutional Research nearly seven years ago after getting my feet wet with data at Denver Health. I specialize in student- and course-related data and am heavily involved in IR’s transition from SIS to ISIS, which has been a challenge, to say the least. I also serve as the data request point person for the office so you are welcome to ask me any question and I will do my best to find the resources to help you; however, I will be handing over all of my IR duties to my wonderful colleagues while I tackle a new job over the summer. My husband and I are expecting our first child and I will be taking the summer off from UCD to be a mom…an adventure that I’m sure will be more challenging than ISIS! When I have free time I enjoy reading and baking and spending time with family. I want to enjoy gardening but haven’t been able to get past the work part of gardening yet. Maybe one day.

So there is a little bit about me. I hope you all have a great summer and look forward to hearing from you in the fall.