AIHEC AIMS Redesign Change Log

The redesign committee has approved the listed changes. Unless otherwise noted, these changes will be implemented upon completion of the redesign process.

# Process

* All AIMS materials will be made available and submitted through a new AIMS site starting in the summer of 2024 (IMPLEMENTED)
* AIMS materials will be made available each Aug (IMPLEMENTED)
* Community Education Program list will be separated from annual survey and made available for institutions to complete year-round (IMPLEMENTED)
* Editing capabilities within AIMS surveys have been restricted to specific cells where data is expected to improve data uniformity across institutions (IMPLEMENTED)

# Annual Survey

## Guidance Updates

* Tables of Contents is available with clickable links bringing users to the specific section (IMPLEMENTED)
* Proportion of expected data entered is provided next to the table of contents. Check boxes are provided for institutions to indicate section completion regardless of percentage displayed. (IMPLEMENTED)

### Tribal Affiliations

* Number of students within listed tribes should be unduplicated
* Tribal Affiliation fields are now searchable dropdown lists containing names of all federally recognized tribes. (IMPLEMENTED)
	+ Parental categories (i.e., “Chippewa” or “Navajo) will eventually be added for instances in which specific tribal names are not provided by the student

### First Time Student

* Demographic data submitted will cover Fall term only (not the entire academic yr) going forward.
	+ Students who are first time students in the immediately preceding summer and still enrolled in the fall should also be included within this section
* Data should be unduplicated within tables (except for the veterans/head start and skill assessment/placement tables which would be duplicated within themselves) and duplicated between tables
* Data for Dual Enrolled/Dual Credit students should not be included and will be reported in a newly created tab specifically for Dual Enrolled/Dual Credit Students
* Cells calculating/displaying total enrollment numbers for each table will turn yellow when the sum of the column is greater than the total of the corresponding demographic group in the student enrollment table. (IMPLEMENTED)

### General Students Tab

* Data should be unduplicated within tables but may contain duplications between tables.
* Cells calculating/displaying total enrollment numbers for each table will turn yellow when the sum of the column is greater than the total of the corresponding demographic group in the student enrollment table. (IMPLEMENTED)

### Retention, Graduation, and Persistence

* First time retention rate should only include full-time students only
* 2 yr and 4 yr graduation rates refer to the graduation rates of students pursing a 2yr and 4yr degree. Meaning institutions, regardless of their 2yr or 4yr classification, institutions will calculate graduation rates of students within their respective degree type.
* Institutions will report the individual components used to calculate institutional retention, graduation, and persistence rates (e.g., relevant cohort size, graduates, transfers, returning students, etc.) (IMPLEMENTED)
* Numbers reported for the course completion table will include duplicated numbers (IMPLEMENTED)

### Financial Resources

* Data for # of recipients should be unduplicated within each cell, but may contain duplications between rows. Total dollar amount should be total dollars awarded across the entire AY regardless if a student received aid from the same source multiple times within an AY.
* Total $ amounts should be rounded to the nearest dollar.

### Fall Enrollment

* Columns related to program information will be rearranged from Major Group, Specific Major, and Specific Credentials to Specific Credentials, Major Group, and Specific Major
* Data should be unduplicated within rows but duplicated between rows

### Completers

* Columns related to program information will be rearranged from Major Group, Specific Major, and Specific Credentials to Specific Credentials, Major Group, and Specific Major
* Data should be unduplicated within rows but duplicated between rows.

### Remedial-Dev Courses

* Data provided may contain duplicates
* Cells calculating/displaying enrollment numbers for each term will turn yellow when the sum of the students successfully completing or withdrawing from the course is greater than reported enrollment (IMPLEMENTED)

### Distance Learning

* Data provided may contain duplicates
* Cells calculating/displaying enrollment numbers for each term will turn yellow when the sum of the students successfully completing or withdrawing from the course is greater than reported enrollment (IMPLEMENTED)

### Student Activities

* Data provided may contain duplicates within cells

### Students with Impairments

* Data within the enrollment table should be unduplicated. But data provided within the multiple completion tables may contain duplicates between rows.

## Wording Changes

### First Time Students

* “First Time Entering” will be changed to “New to Your Institution” to better clarify that numbers reported should include transfer in students. (IMPLEMENTED)
* “Average family income ($) in student’s household” will be changed to “Student Aid Index (SAI)”

### General Student Population

* “Average family income ($) in student’s household” will be changed to “Student Aid Index (SAI)”

### Retention, Graduation, Persist

* “First Time Entering” will be changed to “New to Your Institution” to better clarify that numbers reported should include transfer in students. (IMPLEMENTED)
* “# of Courses in which students enrolled” and “# of Courses Successfully Completed” will be renamed to “Total Course Enrollment” and “Total Successful Completers” to more clearly indicate that the number should be at the student level rather than at the course level (IMPLEMENTED)

### Non-Fed Operational Funding

* Time period of information was changed from “AY 20XX-20XX” to “FY 20XX”

### Improvements and Acquisitions

* Time period of information was changed from “AY 20XX-20XX” to “FY 20XX”

### Remedial Development Courses

* Column heading of “Enrolled” in the Remedial-Dev Courses and Distance Learning tab should be changed to “Enrollments” and “Completion” to “Completions”

### Distance Learning

* Distance Learning tab will be renamed “Learning Modalities”
* Column heading of “Enrolled” in the Remedial-Dev Courses and Distance Learning tab should be changed to “Enrollments” and “Completion” to “Completions”

## New Items

### Student Employment Status

* Number of students working during the school year within the following categories:
	+ Part-Time
	+ Full-Time
	+ Seasonal
	+ Not-Working
* Number of students while also employed at TCU

### International Student Information

* Will ask for the following information regarding international students:
	1. Visa Type (e.g., F-1, J-1, and M-1)
	2. Student’s Home Country
	3. Program of Enrollment
	4. Institutional Financial Aid Offered
	5. Post-graduation employment/future education
	6. Does TCU have formal agreement with universities abroad?
		1. What countries and universities?

### Institutional Profile

* Does your institution have or work with a specific IRB?
	+ If yes, is that IRB affiliated with the institution, a specific tribe, or other body?
* Internet connectivity details for each campus site:
	+ ISP Provider
	+ Connectivity Speeds
	+ Annual Cost of Internet
* Census date (date where data is frozen for reporting purposes)
* Campus Site drop down options: (IMPLEMENTED)
	+ Additional Location
	+ Branch Campus
	+ Course Location
	+ Main Campus
* Presidential Demographics

### Tribal Affiliations

* Tribal affiliation inputs will consist of dropdown boxes of all Federally listed tribes with options for larger tribal groupings (e.g., “Chippewa” or “Navajo”).

### First Time Students

* Number of students who completed the FAFSA
* Transfer in student enrollment

### General Student Population

* Number of students who completed the FAFSA

### Dual Enrollment/Dual Credit

* A new section collecting demographic data for dual enrolled and dual credit students will be created.

### Retention, Graduation, and Persistence

* Cohort size, number of students who graduated, transferred to another institution, withdrew or stopped out, and other exclusions for cohorts necessary to calculate 2yr and/or 4yr graduation rates at 150% time.
* Anytime Graduation Rate
* 2 yr/4 yr graduation rates for students who started and completed at the TCU and for those who started at the TCU and transferred/completed at separate institution
* Persistence rates calculated separately for part-time and full-time students

### Academic Building

* Does you institution have a dedicated space/building for language learning?
* Campus Site drop down options will reflect City, State locations of campuses provided in the institutional profile section.

### Fall Enrollment

* A field to collect the program’s 6-digit CIP Code has been included (IMPLEMENTED)

### Completion

* A field to collect the program’s 6-digit CIP Code has been included (IMPLEMENTED)

### Distance Learning

* “Face to Face” and “Course Sharing” will be added to the table.
* Table will be combined with the “Successful Course Completion” table from the “Retention, Graduation, Persist” tab.

### Student Activities

* GPA based academic achievement
* Students who received off campus internet service provided by the institution.

## Retired Items

### Institutional Profile

* Campus Site drop down options (IMPLEMENTED)
	+ Degree Site
	+ Satellite

### First Time Student

* Pre College Preparation (IMPLEMENTED)
* HS Type (IMPLEMENTED)
* On/Near Reservation (IMPLEMENTED)

### General Student Pop

* On/Near Reservation (IMPLEMENTED)

### Program Offerings

* Entire tab will be removed (IMPLEMENTED)

### Financial Aid

* Academic Competitiveness Grant (IMPLEMENTED)

### Improvements and Acquisitions

* Library Improvements/Acquisitions during the academic year (IMPLEMENTED)

### Academic Core

* Entire tab will be removed (IMPLEMENTED)

### Distance Learning

* Distance TO TCU (IMPLEMENTED)
* Distance BY TCU (IMPLEMENTED)
* # of Courses Offered (IMPLEMENTED)
* # of Faculty Teaching (IMPLEMENTED)

### Student Activities

* Students who received academic award from outside the college (IMPLEMENTED)

# Fall Interim Survey

## Guidance Updates

### Current Administration

* Position list is fixed with no ability to add additional positions
* Institutions should provide contact information for the most senior-level position within a given position/area (e.g., institutional research, financial aid, human resources, etc.) according to the organization chart when there are multiple individuals performing the duties within that position/area.

### Program Offering

* Language indicating that institutions should include any program leading to a credential, such as certificates, diplomas, endorsement, or degrees (including associate’s, bachelor’s, master’s, and doctoral).

## Wording Changes

### Current Administration

* Assistant to the President -> Executive Assistant (IMPLEMENTED)
* Chief Financial/Business Officer -> Chief Financial Officer (CFO) (IMPLEMENTED)
* Info. Tech. (MIS) -> Chief Technology Officer (CTO) (IMPLEMENTED)
* Financial Aid Officer -> Financial Aid (IMPLEMENTED)
* Assessment Officer -> Assessment (IMPLEMENTED)
* Development/Fundraising -> Foundation/Fundraising (IMPLEMENTED)
* Office of Sponsored Programs -> Grants & Sponsored Programs (IMPLEMENTED)
* Public Relations/ Communications -> Marketing/Communications (IMPLEMENTED)
* Faculty Development Officer -> Faculty Development (IMPLEMENTED)
* Human Resources Officer -> Human Resources (IMPLEMENTED)

### Current Fall Enrollment

* “First Time Entering” will be changed to “New to Your Institution” to better clarify that numbers reported should include transfer in students. (IMPLEMENTED)

## New Items

### Current Administration

* IRB Chair/Contact (institutional or tribal) (IMPLEMENTED)
* Academic Learning Officer (IMPLEMENTED)
* Accreditation Liaison Officer (IMPLEMENTED)
* Land Grant Officer (IMPLEMENTED)
* Does you institution have a dedicated IR office/department/individual?
* How large is the institutional team responsible for reporting institutional data?
* Presidential Demographic Information:
	+ Gender (Male, Female, Other)
	+ Age
		- 25-34
		- 35-49
		- 50-64
		- 65 & Older
	+ Highest Degree Obtained or Currently Pursuing
	+ Attended TCU?
	+ TCU Graduate?
	+ Date of Hire
		- At TCU
		- As President
	+ Interim/Acting?
	+ Veteran Status
	+ AI/AN Status (is enrolled member of federally recognized tribe?)

### Program Offering

* The “Undeclared/Non-Declared” category will now be a permanent item within the program offering list and will no longer appear as a drop-down option for the major group field.
* 6-digit CIP codes for each program listed (IMPLEMENTED)

### Current Fall Enrollment

* Row added for Dual Enrolled/Dual Credit Students
* Row added for transfer students

## Retired Items

### Covid-19 Supplement

* Entire tab will be removed starting in Fall 2024 (IMPLEMENTED)

### Current Student Costs

* Entire tab will be removed starting in Fall 2024 (IMPLEMENTED)

# Spring Interim Survey

## New Items

### Enrollment

* Unduplicated headcount will be disaggregated by degree seeking/non-degree seeking and AI/AN status
* Row added for Dual Enrolled/Dual Credit Students
* Row added for Transfer in Students