

**Arizona
Melinda Gebel**

History

1. When was the student unit record (SUR) system established?
In 1998 (although a statewide community college unit record database was already in place before that).
2. By whom?
The Arizona State Legislature, as recommended by the Transfer Articulation Task Force.
3. For what purpose (e.g., resource allocation/funding formula, IPEDS, tracking student retention/ graduation, tracking students across institutions)?
To assess the effectiveness of a new transfer model and to track students across institutions.

Coverage

1. What institutions are included in your SUR system?
All public institutions (4 year and 2 year).
2. Are any independent institutions included (number or percentage)? What about proprietary institutions? Are different kinds of data or different schedules for data collection used for any of these institutions?
No independent or proprietary institutions are included.
3. Are there plans to expand the system's coverage in terms of institutions? Please explain.
We would like to add the colleges on our Indian Reservations – as soon as they have the ability to collect the necessary information, we would like them to participate.
4. When are data of which type collected (e.g. term/quarter/semester census date, annual, end of term, etc.)? Other reporting cycles?
Collected each term for universities and annually for community colleges.
5. Are there plans to collect data more frequently or on a different cycle?
Yes, we would like to start collecting more data more frequently from the community colleges – but we have not done this as of yet.
6. Is non-credit enrollment or instructional activity covered (e.g. ABE, ESL, GED, other job-related continuing education activity, etc.)? If so, is this in a separate database and what data elements are captured?
No.

Data Management and Manipulation

1. Who has authority over changing data elements and definitions?
The steering committee (representatives from each institution and from our office).
2. Are SSNs used as a key link? If they are not, what is used instead? Are there immediate or long-range plans to discontinue use of the SSN as a key link?
Yes, SSNs are used as one of the key links – however institutions are starting to move away from the SSN and as they do, we will have to work around the SSN. The state is proposing (thinking about) an educational student number.
3. Can campuses access datasets (unit records) themselves -- access in what terms (results, unit record data after it has been cleaned, unit-record data value added). If yes, who has access and how is this managed?
Only their student data – through the secure web server. We get the data, clean it and put it on the server.
4. How do you handle privacy and FERPA issues? Do you have an explicit privacy policy and/or policies governing the use of SUR data by third parties such as institutions and researchers?
We have a security plan (see web site).
5. Have any FERPA or privacy issues come up recently in your state? If so, how have they affected your ability to use student record information?
No.
6. Do you link SUR data within your state to other databases?
No.
7. Have you cooperated with other state higher education agencies to share data? If so, please explain.
No.

Reporting and Use of Data

1. What kinds of statistics and reports are generated regularly using SUR data?
IPEDS, GRS, Carl Perkins report, university system persistence/graduation rates, miscellaneous enrollment and transfer reports (mostly for community colleges). See web site at www.asu.edu/assist.
2. If graduation and retention statistics are generated for institutions (or for the state or system as a whole), how are they calculated (e.g. IPEDS Graduation Rate Survey method, other methods)?
Yes... each institution runs their own report and then we put together the statewide report. We do use IPEDS Graduation Rate Method.

3. What kinds of research projects have recently been undertaken by the state or system using SUR data resources?
We just worked on a report for the community college – projections.
4. What are the biggest challenges you face with respect to using SUR data resources for analysis and reporting?
 - We have enormous amount of data and it takes time to organize it (clean it) and understand it... we also struggle with helping other people understand what we are capable of doing with the data.
 - Integrity of data – we are starting to move away from SSN and this makes it more difficult to be accurate.

Overview:

1. Have there been any significant developments in regards to your SUR system since 2002?
No.
2. Is there anything that you would like to add that we have not addressed?
No.