

New Ethnicity/Race Items to respond to federal reporting requirements

This information will be collected on the Community and Technical Colleges: CBM001, CBM002, CBM008, CBM009, CBM00A, CBM00M.

The new data items will be collected in all applicable CBM reports beginning Fall 2010.

Beginning fall 2009, the Coordinating Board will add two new optional ethnicity/race items as the last reporting items on applicable reports (except the CBM002). Institutions will be **required** to complete the current race/ethnicity item and **may** respond to the optional items to test coding of item elements.

The new federal requirement is that two ethnicity/race questions be asked. The items and values are as follows:

Item #?? Ethnic Origin. Enter the code indicating whether the student/faculty member is of Hispanic or Latino origin or not.

1. Hispanic or Latino origin
2. Not Hispanic or Latino origin
3. Not answered

Item #??A-G: Race: Select one or more codes indicating the race of the student/faculty member:

1. White
2. Black or African-American
4. Asian
5. American Indian or Alaskan Native
6. International
7. Unknown or Not Reported
8. Native Hawaiian or Other Pacific Islander

Definitions:

- Hispanic or Latino: a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.
- Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black or African-American: A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White: A person having origins in any of the original peoples of Europe, the Middle East or North Africa
- International denotes a person who is not a citizen or permanent resident of the United States and who is in this country on a temporary basis and does not have the right to remain indefinitely.
 - a) Even though a student is allowed to pay the "Resident Tuition" rate due to a waiver (coded 'E' in Item #7 on the CBM001), report with the international code.

- b) Report the ethnicity of students who were coded 'A' or 'B' in Item #7 on the CBM001.
 - c) Continue to report students who have applied to or have a petition pending with the Bureau of Citizenship and Immigration Services and students who base their residency on visas that allow them to domicile in the U.S. as international students.
- Unknown or Not Reported: The unknown classification should only be used if the student has not selected a racial/ethnic designation.
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CBM001 Student Report (CTC) - Fall 2009

DATA PROCESSING RECORD LAYOUT

		<u>Beginning Position</u>	<u>Length</u>
Item #1	Record Code – Always '1'	1	1
Item #2	Institution Code - FICE – Numeric	2	6
Item #3	Student Identification Number – Numeric	8	9
Item #4	Gender – 'M' or 'F'	17	1
Item #5	Classification – Numeric	18	1
Item #6	Date of Birth - YYYYMMDD – Numeric	19	8
Item #7	Tuition Status – Alphanumeric	27	1
Item #8	Residence – Numeric	28	3
Item #9	Transfer/First-Time-In-College – Numeric or blank	31	6
Item #10A	Contact Hours Academic - In-District – Leading zeros	37	4
Item #10B	Contact Hours Academic - Out-of-District – Leading zeros	41	4
Item #11A	Contact Hours Tech - In-District – Leading zeros	45	4
Item #11B	Contact Hours Tech - Out-of-District – Leading zeros	49	4
Item #12	Major Area of Concentration – Numeric	53	8
Item #13	Academic SCH Not Affected by UG Limit – Numeric	61	2
Item #13A	Tuition Exemption/Waiver Code – Numeric or blank	63	2
Item #13B	Remote Campus – Numeric or blank	65	1
Item #13C	Type Major – Numeric	66	1
Item #14	Ethnic Origin – Numeric	67	1
Item #15	First Name – Alpha	68	10
Item #16	Unused	78	1
Item #17	Middle Name Initial – Alpha or blank	79	1
Item #18	Semester - '1', '2', '3', or '4'	80	1
Item #19	Year - YYYY – Numeric	81	4
Item #20	Flexible Entry – '1' or blank	85	1
Item #21	Unused	86	1
Item #22A	Academically Disadvantaged – '1' or blank	87	1
Item #22B	Economically Disadvantaged Family or Individual – '2' or blank	88	1
Item #22C	Individual with Disabilities – '3' or blank	89	1
Item #22D	Limited English Proficiency (LEP) – '4' or blank	90	1
Item #22E	Programs to Eliminate Gender Bias – Blank	91	1
Item #22F	Displaced Homemaker – '7' or blank	92	1
Item #22G	Single Parent – '8' or blank	93	1
Item #23	SCH - Developmental Ed in Excess of State Limit – Numeric	94	3
Item #24	Inter-institutional Academic CH – Leading zeros	97	3
Item #25	Inter-institutional Technical CH – Leading zeros	100	3
Item #26	Dual SCH of High School Student – Leading zeros	103	2
Item #27	Academic SCH Affected by UG Limit – Leading zeros	105	2
Item #28	Developmental Ed SCH (Academic) – Leading zeros	107	2
Item #29	Total Technical SCH – Leading zeros	109	2
Item #30	CH - Developmental Ed in Excess of State Limit – Numeric	111	3
Item #31	Student Intent – Numeric	114	1
Item #32	Non-Disclosure – Numeric	115	1
Item #33	CH - Technical Not State Funded – Leading zeros	116	3
Item #34	CH - Academic Not State Funded – Leading zeros	119	3
Item #35	SCH - Technical Not State Funded – Leading zeros	122	2
Item #36	SCH - Academic Not State Funded – Leading zeros	124	2
Item #37	Last Name	126	20
Item #38	Restricted Program Admission – Numeric or blank	146	2
Item #39	High School Code – Numeric	148	6
Item #40	PEIMS Identification Number	154	9

CBM001 Student Report (CTC) - Fall 2009

DATA PROCESSING RECORD LAYOUT (cont'd)

		<u>Beginning Position</u>	<u>Length</u>
Item #41	New Ethnic Origin - Numeric	163	1
Item #42A	White – '1' or blank	164	1
Item #42B	Black/African-American – '2' or blank	165	1
Item #42C	Asian – '4' or blank	166	1
Item #42D	American Indian/Alaskan Native – '5' or blank	167	1
Item #42E	International – '6' or blank	168	1
Item #42F	Unknown or Not Reported – '7' or blank	169	1
Item #42G	Native Hawaiian or Other Pacific Islander – '8' or blank	170	1

DATA PROCESSING RECORD LAYOUT – CBM002 – Fall 2009

		<u>Beginning Position</u>	<u>Length</u>
Item #1	Record Code – Always ‘2’	1	1
Item #2	Institution Identifier - FICE – Numeric	2	6
Item #3	Student Identification Number	8	9
Item #4	Reporting Period – Numeric	17	1
Item #5	Year – Numeric	18	4
Item #6	Non-Disclosure – Numeric	22	1
Item #7	Gender – Alpha	23	1
Item #8	Ethnic Origin – Numeric	24	1
Item #9	Date of Birth - Numeric – YYYYMMDD	25	8
Item #10A	Semester Credit Hours Completed-Academic – Leading zeros	33	2
Item #10B	Grade Points Earned-Academic – Right justified, leading zeros	35	3
Item #11A	Semester Credit Hours Completed-Technical – Leading zeros	38	2
Item #11B	Grade Points Earned-Technical – Right justified, leading zeros	40	3
Item #12	TSI Obligation Waived or Blanket Exemption– Numeric	43	1
Item #13	Flexible Entry – Numeric	44	1
Item #14	NewEthnic Origin - Numeric	45	1
Item #15A	White – ‘1’ or blank	46	1
Item #15B	Black/African-American – ‘2’ or blank	47	1
Item #15C	Asian – ‘4’ or blank	48	1
Item #15D	American Indian/Alaskan Native – ‘5’ or blank	49	1
Item #15E	International – ‘6’ or blank	50	1
Item #15F	Unknown or Not Reported – ‘7’ or blank	51	1
Item #15G	Native Hawaiian or Other Pacific Islander – ‘8’ or blank	52	1
Item #16	Unused	53	2
Item #20	Math TSI Determined to be Satisfied Based on State Standard Met by Census Date or Determined to be Exempted – Numeric	55	1
Item #21A	Math TSI Waived or Satisfied through Exemption – Numeric	56	1
Item #21B	ACT or SAT Math Score – Numeric	57	3
Item #21C	ACT Composite or SAT Combined Score – Numeric	60	4
Item #21D	TAKS Exit Level Math Scale Score – Numeric	64	4
Item #22A	Math TSI Assessment Test Used for Initial Placement – Numeric	68	1
Item #22B	Math TSI Assessment Score Used for Initial Placement – Numeric	69	3
Item #23	Participation in Alt./Non-course-based Method for DE Math this Reporting Period – Numeric	72	1
Item #24	Math TSI Satisfied Based on State Standard by End of Semester – Numeric	73	1
Items #25-29	Unused (no positions reserved in the record)		
Item #30	Credit for First College-Level Math Course-Previous Reporting Period – Numeric	74	1
Item #31	Enrolled in First CB-Approved College-Level Math Course – Numeric	75	1
Item #32A	Subject Prefix for Math Course in ACGM – Alphanumeric (left justify and blank fill)	76	7
Item #32B	Math Course Number in ACGM – Numeric (left justify and blank fill)	83	7
Item #33	CB-Approved First College-Level Math Course Grade – Numeric	90	1
Items #34-39	Unused (no positions reserved in the record)		
Item #40	Reading TSI Satisfied Based on State Standard Met by Census Date or Determined to be Exempted – Numeric	91	1
Item #41A	Reading TSI Waived or Satisfied through Exemption – Numeric	92	1
Item #41B	ACT (English) or SAT (Verbal) Score – Numeric	93	3
Item #41C	ACT Composite or SAT Combined Score – Numeric	96	4

		<u>Beginning Position</u>	<u>Length</u>
Item #41D	TAKS Exit Level English Language Arts Scale Score – Numeric	100	4
Item #42A	Reading TSI Assessment Test Used for Initial Placement – Numeric	104	1
Item #42B	Reading TSI Assessment Score Used for Initial Placement – Numeric	105	3
Item #43	Participation in Alt/Non-course-based Method for DE Reading this Reporting Period – Numeric	108	1
Item #44	Reading TSI Satisfied Based on State Standard by End of of Semester – Numeric	109	1
Items #45-49	Unused (no positions reserved in the record)		
Item #50	Credit for First College-Level Reading-Intensive Course-Previous Reporting Period – Numeric	110	1
Item #51	Enrolled in First CB-Approved College-Level Reading-Intensive Course – Numeric	111	1
Item #52A	Subject Prefix for Reading-Intensive Course in ACGM – Alphanumeric (left justify and blank fill)	112	7
Item #52B	Reading-Intensive Course Number in ACGM – Numeric Numeric (left justify and blank fill)	119	7
Item #53	CB-Approved First College-Level Reading-Intensive Course Grade – Numeric	126	1
Items #54-59	Unused (no positions reserved in the record)		
Item #60	Writing TSI Satisfied Based on State Standard Met by Census Date or Determined to be Exempted – Numeric	127	1
Item #61A	Writing TSI Waived or Satisfied through Exemption – Numeric	128	1
Item #61B	ACT (English) or SAT (Verbal) Score – Numeric	129	3
Item #61C	ACT Composite or SAT Combined Score – Numeric	132	4
Item #61D	TAKS Exit Level English Language Arts Scale Score – Numeric	136	4
Item #62A	Writing TSI Assessment Test Used for Initial Placement – Numeric	140	1
Item #62B	Writing TSI Assessment Score Used for Initial Placement – Numeric	141	3
Item #62C	Written Essay Score – Numeric	144	1
Item #63	Participation in Alt/Non-course-based Method for DE Writing this Reporting Period – Numeric	145	1
Item #64	Writing TSI Satisfied Based on State Standard by End of Semester – Numeric	146	1
Items #65-69	Unused (no positions reserved in the record)		
Item #70	Credit for First College-Level Writing-Intensive Course-Previous Reporting Period – Numeric	147	1
Item #71	Enrolled in First CB-Approved College-Level Writing-Intensive Course – Numeric	148	1
Item #72A	Subject Prefix for Writing-Intensive Course in ACGM – Alphanumeric (left justify and blank fill)	149	7
Item #72B	Writing-Intensive Course Number in ACGM – Numeric (left justify and blank fill)	156	7
Item #73	CB-Approved First College-Level Writing-Intensive Course Grade – Numeric	163	1
Items #74-79	Unused (no positions reserved in the record)		
Item #80A	Number of SCH in First Math DE Course this Semester	164	2
Item #80B	Grade in First Math DE Course Attempted	166	1
Item #80C	Level of First Math DE Course Attempted	167	1

		<u>Beginning Position</u>	<u>Length</u>
Item #81A	Number of SCH in Second Math DE Course this Semester	168	2
Item #81B	Grade in Second Math DE Course Attempted	170	1
Item #81C	Level of Second Math DE Course Attempted	171	1
Item #82A	Number of SCH in Third Math DE Course this Semester	172	2
Item #82B	Grade in Third Math DE Course Attempted	174	1
Item #82C	Level of Third Math DE Course Attempted	175	1
Item #83A	Number of SCH in Fourth Math DE Course this Semester	176	2
Item #83B	Grade in Fourth Math DE Course Attempted	178	1
Item #83C	Level of Fourth Math DE Course Attempted	179	1
Item #84A	Number of SCH in First Reading DE Course this Semester	180	2
Item #84B	Grade in First Reading DE Course Attempted	182	1
Item #84C	Level of First Reading DE Course Attempted	183	1
Item #85A	Number of SCH in Second Reading DE Course this Semester	184	2
Item #85B	Grade in Second Reading DE Course Attempted	186	1
Item #85C	Level of Second Reading DE Course Attempted	187	1
Item #86A	Number of SCH in Third Reading DE Course this Semester	188	2
Item #86B	Grade in Third Reading DE Course Attempted	190	1
Item #86C	Level of Third Reading DE Course Attempted	191	1
Item #87A	Number of SCH in Fourth Reading DE Course this Semester	192	2
Item #87B	Grade in Fourth Reading DE Course Attempted	194	1
Item #87C	Level of Fourth Reading DE Course Attempted	195	1
Item #88A	Number of SCH in First Writing DE Course this Semester	196	2
Item #88B	Grade in First Writing DE Course Attempted	198	1
Item #88C	Level of First Writing DE Course Attempted	199	1
Item #89A	Number of SCH in Second Writing DE Course this Semester	200	2
Item #89B	Grade in Second Writing DE Course Attempted	202	1
Item #89C	Level of Second Writing DE Course Attempted	203	1
Item #90A	Number of SCH in Third Writing DE Course this Semester	204	2
Item #90B	Grade in Third Writing DE Course Attempted	206	1
Item #90C	Level of Third Writing DE Course Attempted	207	1
Item #91A	Number of SCH in Fourth Writing DE Course this Semester	208	2
Item #91B	Grade in Fourth Writing DE Course Attempted	210	1
Item #91C	Level of Fourth Writing DE Course Attempted	211	1

CBM008 Faculty Report (CTC) - Fall 2009

DATA PROCESSING RECORD LAYOUT

		<u>Beginning Position</u>	<u>Length</u>
Item #1	Record Code – Always '8'	1	1
Item #2	Institution Code - FICE – Numeric	2	6
Item #3	Faculty Identification Number	8	9
Item #4	Rank – Numeric	17	1
Item #5	Gender – 'M' or 'F'	18	1
Item #6	Birth Date - YYYYMMDD – Numeric	19	8
Item #7	Unused	27	1
Item #8	Ethnic Origin – Numeric	28	1
Item #9	Last Name – Alpha	29	10
Item #10	First Name Initial – Alpha	39	1
Item #11	Middle Name Initial – Alpha	40	1
Item #12	New Hire – Numeric or blank	41	1
Item #13	Administrative Unit Code – Numeric	42	4
Item #14	Highest Earned Cert/Degree – Numeric	46	1
Item #15	Total Percent of Time – Numeric	47	3
Item #16	Percent Direct Teaching Assignment – Numeric	50	3
Item #17	Faculty Category – Numeric	53	1
Item #18	Contract Length – Numeric, leading zeros, 1 assumed decimal	54	3
Item #19	Salary – Numeric	57	6
Item #20	Semester – Numeric	63	1
Item #21	Year - YYYY – Numeric	64	4
Item #22	New Ethnic Origin - Numeric	68	1
Item #23A	White – '1' or blank	69	1
Item #23B	Black/African-American – '2' or blank	70	1
Item #23C	Asian – '4' or blank	71	1
Item #23D	American Indian/Alaskan Native – '5' or blank	72	1
Item #23E	International – '6' or blank	73	1
Item #23F	Unknown or Not Reported – '7' or blank	74	1
Item #23G	Native Hawaiian or Other Pacific Islander – '8' or blank	75	1

CBM009 Graduation Report (CTC) - Fall 2009

DATA PROCESSING RECORD LAYOUT

		<u>Beginning Position</u>	<u>Length</u>
Item #1	Record Code – Always '9'	1	1
Item #2	Institution Code - FICE – Numeric	2	6
Item #3	Student Identification Number	8	9
Item #4	Gender – 'M' or 'F'	17	1
Item #5	Ethnic Origin – Numeric	18	1
Item #6	Date of Birth - YYYYMMDD – Numeric	19	8
Item #7	Degree/Certificate or Progress Measure – Left justified	27	8
Item #8	Level of Award – Numeric	35	1
Item #9	Major - CIP Code – Numeric	36	8
Item #10	Reporting Period – Always '1'	44	1
Item #11	Year - YYYY – Numeric	45	4
Item #12	Month of Award – Numeric	49	2
Item #13	Type Major – Numeric	51	1
Item #14	Unused	52	1
Item #15	Remote Campus – Numeric or blank	53	1
Item #16	Non-Disclosure – Numeric	54	1
Item #17	Last Name – Alpha	55	20
Item #18	First Name – Alpha	75	10
Item #19	Middle Name Initial – Alpha	85	1
Item #20	New Ethnic Origin - Numeric	86	1
Item #21A	White – '1' or blank	87	1
Item #21B	Black/African-American – '2' or blank	88	1
Item #21C	Asian – '4' or blank	89	1
Item #21D	American Indian/Alaskan Native – '5' or blank	90	1
Item #21E	International – '6' or blank	91	1
Item #21F	Unknown or Not Reported – '7' or blank	92	1
Item #21G	Native Hawaiian or Other Pacific Islander – '8' or blank	93	1

CBM00A Students in Continuing Education Courses (CTC) - Quarter 1 2009

DATA PROCESSING RECORD LAYOUT

		<u>Beginning Position</u>	<u>Length</u>
Item #1	Record Code – Always ‘A’	1	1
Item #2	Institution Code - FICE – Numeric	2	6
Item #3	Student Identification Number	8	9
Item #4	Gender – ‘M’ or ‘F’	17	1
Item #5	Classification – Numeric	18	1
Item #6	Date of Birth - YYYYMMDD – Numeric	19	8
Item #7	Tuition Status – ‘0’	27	1
Item #8	Residence – Numeric	28	3
Item #9	Transfer/First-Time-In-College – Numeric or blank	31	6
Item #10A	CE Contact Hours – Numeric, leading zeros or zero fill	37	4
Item #10B	Unused	41	4
Item #11A	Unused	45	4
Item #11B	Unused	49	4
Item #12	CE Major Program or Educational Focus – Numeric	53	8
Item #13	Unused	61	2
Item #13A	Tuition Exemption/Waiver Code – Numeric or blank	63	2
Item #13B	Remote Campus – Numeric or blank	65	1
Item #13C	Type Major – Numeric	66	1
Item #14	Ethnic Origin – Numeric	67	1
Item #15	Last Name – Alpha or blank	68	10
Item #16	First Name Initial – Alpha or blank	78	1
Item #17	Unused	79	1
Item #18	Quarter - ‘1’, ‘2’, ‘3’, or ‘4’	80	1
Item #19	Year - YYYY – Numeric	81	4
Item #20	C.E. Student – ‘2’	85	1
Item #21	Tuition Status of CEU Students – Numeric	86	1
Item #22A	Academically Disadvantaged – ‘1’ or blank	87	1
Item #22B	Economically Disadvantaged Family or Individual – ‘2’ or blank	88	1
Item #22C	Individual with Disabilities – ‘3’ or blank	89	1
Item #22D	Limited English Proficiency (LEP) – ‘4’ or blank	90	1
Item #22E	Programs to Eliminate Gender Bias – Blank	91	1
Item #22F	Displaced Homemaker – ‘7’ or blank	92	1
Item #22G	Single Parent – ‘8’ or blank	93	1
Item #23	Unused	94	6
Item #24	Inter-institutional CE Contact Hours – Numeric, zero fill	100	3
Item #25	Unused	103	12
Item #26	Non-Disclosure	115	1
Item #27	CE Contact Hours-Not State Funded – Numeric, leading zeros or zero fill	116	4
Item #28	New Ethnic Origin - Numeric	121	1
Item #29A	White – ‘1’ or blank	122	1
Item #29B	Black/African-American – ‘2’ or blank	123	1
Item #29C	Asian – ‘4’ or blank	124	1
Item #29D	American Indian/Alaskan Native – ‘5’ or blank	125	1
Item #29E	International – ‘6’ or blank	126	1
Item #29F	Unknown or Not Reported – ‘7’ or blank	127	1
Item #29G	Native Hawaiian or Other Pacific Islander – ‘8’ or blank	128	1

CBM00M Marketable Skills Achievement Report (CTC) - Fall 2009

DATA PROCESSING RECORD LAYOUT

		<u>Beginning Position</u>	<u>Length</u>
Item #1	Record Code – Always 'M'	1	1
Item #2	Institution Code - FICE – Numeric	2	6
Item #3	Student Identification Number	8	9
Item #4	Gender – 'M' or 'F'	17	1
Item #5	Ethnic Origin – Numeric	18	1
Item #6	Date of Birth - YYYYMM – Numeric	19	6
Item #7	Marketable Skills Award – Left justified	25	8
Item #8	Level of Award – '4'	33	1
Item #9	Major - CIP Code – Numeric	34	8
Item #10	Reporting Period – Always '1'	42	1
Item #11	Year - YYYY – Numeric	43	4
Item #12	Month of Award – Numeric	47	2
Item #13	Type Major – Numeric	49	1
Item #14	Unused	50	1
Item #15	Remote Campus – Numeric or blank	51	1
Item #16	New Ethnic Origin - Numeric	52	1
Item #17A	White – '1' or blank	53	1
Item #17B	Black/African-American – '2' or blank	54	1
Item #17C	Asian – '4' or blank	55	1
Item #17D	American Indian/Alaskan Native – '5' or blank	56	1
Item #17E	International – '6' or blank	57	1
Item #17F	Unknown or Not Reported – '7' or blank	58	1
Item #17G	Unknown or Not Reported – '7' or blank	59	1