

ACHE draft data-reporting standards

The [Alabama Commission on Higher Education](#) (ACHE) is mandated by the Legislature to collect data on students and faculty, with student data already being collected and a trial period for faculty going on in 2001. The enabling language in the [Alabama Code](#) may be found in [Section 16-5-7](#).

Here is the DRAFT dictionary of items to be collected for each faculty member, as of August 2000 (as ferreted out by Marcia Barrett).

Field	Meaning	Notes/explanation
FICE	6-digit code	Federal Interagency Committee on Education institutional identifier
FCID	Faculty ID number	The Social Security Number is to be used, with encryption
DOB	Birthdate	Format YYYYMMDD
RPTYR	Reporting year	Each term follows calendar year
RPTTRM	Reporting term	Term, FA/WI/SP/SU
LNAME	Last name	25 characters, no periods, all caps
FNAME	First name	20 characters, all caps, no periods/commas
MNAME	Middle name	20 characters, may be blank, no periods
OTLNAME	Other last name	25 char., last name previously used
OTFNAME	Other first name	20 char., all caps (BUBBA?)
OTMNAME	Other middle name	20 char., all caps...
INTYR	Year of initial employment	YYYY
GENDER	Gender code	1(F), 2(M), 9 (unknown)
RACE	Race/ethnicity code	<p>Values are:</p> <ul style="list-style-type: none"> (01) African American/Black, Non-Hispanic (02) American Indian or Alaskan Native (03) Asian or Pacific Islander (04) Hispanic (05) White, Non-Hispanic (06) Non-Resident Alien (07) Other (may include multi-racial) (99) Unknown/not reported <p>The document is careful to state that these do not connote anthropological origin or any objective definition.</p>
CLASS	Employment classification	Tenure track(1), non-tenure track (2), supplemental (3), teaching assistant (4)
		Professor (01), associate (02), assistant (3), instructor (4),

RANK	Faculty rank	TA/RA (5), two-year instructor (6), undesignated (7)
TENURE	Tenure status	Granted (1), eligible (2), non-tenure track (3)
DEGREE	Highest degree held	Doctorate, professional, master's, bachelors, associate, lower, other, unknown
CIP	Academic discipline	Uses 4-digit code from USDoEd Classification of Instructional Programs
TIMENINS	Non-instructional faculty time	Percentage, implied to 1/100% (i.e. 20.5% is 02050)
TIMEINS	Instructional faculty time	Percentage, implied to 1/100%; these two must sum to 100%
TACREDIT	Teaching assistants credit	Percentage of time a TA spends on courses as instructor of record, to 1/100%
TANCRED	Teaching assistants non-credit	Percentage of TA time teaching non-credit courses (i.e. not as instructor of record), to 1/100%
CRLDOC	Lower-division student credit hours	Credit hours times enrollment for lower-division courses (counted by course level not actual mix of years of students enrolled).
CHUDOC	Upper-division student credit hours	Credit hours times enrollment for upper-division courses (counted by course level not actual mix of years of students enrolled).
CHUGIS	Undergraduate credit hours individualized instruction	Outside of regularly scheduled class meetings - readings, special topics, research courses, private lessons
CHGRIS	Graduate credit hours individualized instruction	Outside of regularly scheduled class meetings - readings, special topics, research courses, private lessons
CHGRISD	Graduate student hours individualized instruction - doctoral	Percentage of CHGRIS for supervision of doctoral dissertations, to 1/100%
SECTLD	Lower division lecture/seminar	Number of unique class/group sections
SECTUD	Upper division lecture/seminar	Number of unique class/group sections
SECTGRD	Graduate lecture/seminar	Number of unique class/group sections
SECTLAB	Lab/recitation sections	Organized sessions for labs or recitations

Prepared by Bill Keel (keel@bildad.astr.ua.edu), Planning and Operations Committee.

Last changes: 6 Feb. 2001.