This document provides a list of planned changes for the 2022-23 SUDS collection cycle that is a part of the planning process. This document incorporates the discussions from the March 2022 Council of Data Administrators (CODA) quarterly meeting. The Software Release Notes, that are part of every software release, remain the official documentation of all changes to SUDS software.

The table below provides an overview of planned changes to submissions and tables over the next few years.

MULTI-YEAR PLAN FOR SUBMISSION & TABLE LEVEL CHANGES

YEAR	SUB.	SOFTWARE CHANGES
2022-23	SIF/P	• End Instructional Activity (IA) table
	EA	• End Expenditure Analysis (EA) submission This proposal is still pending approval by EOG and LEG staff. The final decision may be delayed until the end of May.
	EMPL/ SCD	• End PERSON_DEMO and PERSON_ID_CHGS tables
2023-24	SIF/P	• End Test Credits (TSTC) table
	IRD	• End PERSON_DEMO and PERSON_ID_CHGS tables • Simplify WORKLOAD_ACTIVITIES (WKA) table: - Remove course-related elements - Reduce INSTR_RESRCH_ACT (#1509) categories
2024-25	ADM	• End collection of SSNs regardless of registered status either by: -- allowing PERSON_ID to be missing ('.'). -- removing PERSON_DEMO and PERSON_ID_CHGS tables and add new APPLICANT_DEMO table to capture demographics.

Other multi-year issues:
- ODA will continue updating the Data Standards documentation for each submission.
- ODA will continue to review all static SAS reports within SUDS submissions and either terminate outdated reports, or transform to dynamic SQL reports.
- ODA will review all level 5 diagnostic edits and either terminate outdated/non-essential edits, transform to level 8/9 edits if applicable, or make no changes to level 5 edits.

Florida Agricultural and Mechanical University | Florida Atlantic University | Florida Gulf Coast University | Florida International University
Florida Polytechnic University | Florida State University | New College of Florida | University of Central Florida
University of Florida | University of North Florida | University of South Florida | University of West Florida

STATE UNIVERSITY SYSTEM OF FLORIDA

Effective 3/5/2021, all submission builds happen entirely in PROD, and the BETA tier is no longer used to load data prior to PROD. To help you preload your data builds, ODA has added 'optional' terms for several submissions that will enable universities to begin your builds before we release the next year's software. The submission button has been deactivated for any 'optional' submissions, so the preliminary data cannot be submitted by mistake. **It is important to note that the software for the optional terms for the annual submissions (IRD, HTD) may change when the next year's software is officially released.**

2022-23 SUDS SOFTWARE RELEASES

TITLE	PROD RELEASE	REQUIRED TERMS	OPTIONAL TERMS
Operating Budget	Jun-03-22 Fri	20222023	.
Salary Category Detail	Jun-03-22 Fri	202301, 202306	202208
Admissions	Jun-24-22 Fri	202205, 202208, 202301	.
Student Instruction	Jul-22-22 Fri	202205, 202208, 202301	.
Student Instruction (Preliminary)	Jul-22-22 Fri	202208	202301
Student Financial Aid	Jul-22-22 Fri	20212022	.
Degrees Awarded	Jul-29-22 Fri	202205, 202208, 202301	.
Instruction & Research	Jul-29-22 Fri	20212022	202205, 202208
Hours to Degree	Sep-16-22 Fri	20212022	202205, 202208
Employee	Sep-30-22 Fri	202210, 202303	.
Retention	Nov-18-22 Fri	20212022	.

Note: We are currently not able to open the 202301 terms as optional for the 2022-23 IRD and HTD releases. We will keep this project on our future projects list. The 202208 SCD-OB is the first time this has been listed as an optional submission. This change does not change any of the reporting requirements on the Operating Budget (OB) submission.

STATE UNIVERSITY SYSTEM OF FLORIDA

2022-23 ELEMENT/EDIT CHANGES TO STUDENT SUBMISSIONS

SUB.	SOFTWARE CHANGES
1A. SFA SIF SIFP SIFD HTD RET WAS ADDED TO: ADM EMPL SCD LAST YR	**University Identifier (#1095):** There are three actions being taken for the UID element: (1) The UID is being added to all tables. (2) The coding description is being revised. (3) Level X diagnostic edits will be added to submissions that require the PDEMO table. This is a multi-year effort. In Year1 we are adding the UID to tables and in Year2 we plan to add the UID as a logical unique keys (LUK) for the tables.

1: UID ELEMENT ADDED TO ALL TABLES
2: UID ELEMENT MADE A LOGICAL UNIQUE KEY ON TABLE

SUBS	2021-22	2022-23	2023-24
EMPL	1	2	.
SCD	1	2	.
IRD	1	2	.
ADM	1	2	.
SIF/P	.	1	2
SFA	.	1	2
SIFD	.	1	2
HTD	.	1	2
RET	.	1	

The UID was added to EMPL/SCD tables on the 2021-22 software and the UID is becoming a LUK key for EMPL/SCD tables in the 2022-23 software. The UID will become LUK on the other remaining tables in the software in Year2 or Year3.

Over the next few years, ODA will work to integrate the UID into the SYSID assignment process.

Coding Instructions

Current: For all student related submissions, report the primary identifier that is used to identify a student. For all employee related submissions (SCD, EMPL, IRD), report the primary identifier that is used to identify an employee.

Revised: For all submissions, report the primary identifier that is used to identify a person at your institution. A person should only ever have one UNIV_ID at an institution.

Diagnostic edits shown on next page.

University Identifier (#1095) - continued

Effective with the 2022-23 software, there are five level X diagnostic edits that are designed to check that UNIVIDs match across all the tables <u>within</u> a submission – one new edit (#5411) and three existing edits (#0007, #5408, #5407) are being applied to new tables. Edit 5410 was added to the IRD in the 2021-22 release and is not being applied to anything new this year, but is included here so this table is a comprehensive summary of all of the edits related to UNIVID.

PDEMO table

Edit #	Diagnostic Message	SUB
0007	Missing	ALL
5408	This record has a University Identifier (01095) on the PERSON_DEMO table that does not have a matching University Identifier in the submission's child table(s).	ALL

Parent/Child tables

Edit #	Diagnostic Message	SUBS
0007	Missing	ALL
5407	This record has a University Identifier (01095) that does not have a matching University Identifier in this submission's PERSON_DEMO table.	ALL except SFA/SIFD/HTD b/c PDEMO is not required
5410	This record has a University Identifier (01095) and Demo Time Frame (02041) on WORKLOAD_PERSON_FUNDING that does not have a matching University Identifier and Demo Time Frame in this submission's WORKLOAD_ACTIVITIES table.	IRD ONLY
5411 NEW	This record has a University Identifier (01095) on the submission's parent/child table that does not have a matching University Identifier in the submission's respective parent/child table(s).	ALL except IRD

1B. ALL SUBS (XCPT EMPL SCD)	**PERSON_ID (#1029):** Revise Coding Instructions and add a new edit.

Description

A nine digit number assigned to an individual for identification purposes.

Coding Instructions

New Student/Applicant
- If the new student/applicant's identification number conforms to the Social Security Number format, then the number can be used as the PERSON_ID (#01029) and the PID_VALID_SSN (#02017) should be coded 'Y'. See the PID_VALID_SSN element for more information about how the validity of SSNs is determined.
- If the new student/applicant's identification number does not conform to the Social Security Number format, then the non-conforming number should not be used as the PERSON_ID (#01029). Instead, the UNIV_ID (#01095) should be used (translated into a nine-digit alpha-numeric string with no more than two alpha characters) and the PID_VALID_SSN (#02017) should be coded 'N'. If your institution assigns each student with a distinct University Row Identifier (#02002) that serves as a unique student id across all submissions, then ROWID may be used instead of the UNIVID.

Note: Most international students are eligible to apply for a Social Security Number if they are employed or are receiving financial aid. International students who are not eligible for a Social Security Number might have an Individual Taxpayer Identification Numbers (ITIN) from the Internal Revenue Service. However, the ITIN should not be used as the PERSON_ID because the ITIN is not a permanent identification number and students can receive multiple ITINs over the years.

Returning Student/Applicant
- We expect returning students/applicants to have the same PERSON_ID that was reported previously. However, if the returning student/applicant, who previously had been assigned a PERSON_ID where PID_VALID_SSN='N', has recently provided a different ID number that does conform to the Social Security Number format, then the newly conforming ID number should be reported as the PERSON_ID moving forward and PID_VALID_SSN should be coded 'Y'. See the *important* note below about providing PERSON_ID_CHGS records.

IMPORTANT NOTES
ID Changes: If you have previously reported an individual under a different PERSON_ID on any submission, then you will need to use the new PERSON_ID on all tables for the current submission and submit a PERSON_ID_CHGS record in the current submission with both the old and new PERSON_IDs. This is required for SUDS to create accurate SYSID.

When you submit a PERSON_ID_CHGS record the following diagnostic edit will ensure that you are not reporting a new temporary PERSON_ID to replace the previous temporary PERSON_ID: "PERSON ID VALID (#02017) must equal 'Y' unless PERSON_ID (#1029) equals University Identifier (#1095) or PERSON_ID (#1029) equals University Row Identifier (#02002)."

Grandfathered Records: We are not requiring ID changes for returning students/applicants who previously had been assigned a PERSON_ID where PID_VALID_SSN='N' and the PERSON_ID does not match the UNIV_ID (#1095) or the ROWID (#02002).

PERSON_ID (#1029) continued:

Add new Level 9 edit that flags the following generic codes.

Edit #	Diagnostic Message
####	PERSON_ID cannot equal 111111111, 222222222, 333333333, 444444444, 555555555, 666666666, 777777777, 888888888, 999999999, or 123456789.

SUB.	SOFTWARE CHANGES
1C ALL SUBS (XCPT EMPL SCD)	**PERSON ID VALID (#02017):** Clarify description, coding instructions, and add new Level X edit to only the PERSON_ID_CHG (IDC) table – not the PERSON_DEMO table. This will ensure that SUDS no longer receives temporary PERSON_ID values that replace previous temporary PERSON_IDs.

Description

Indicates whether the student/applicant's identification number conforms to the Social Security Number format.

Coding Instructions:

Code 'Y' if PERSON_ID conforms to the to the Social Security Number format based on the following logic. This value does not mean that the university has specifically validated this number with the Social Security Administration.

Code 'N' if PERSON_ID does not conform to the to the Social Security Number format based on the following logic. This value does not mean that the university has specifically validated this number with the Social Security Administration.

We expect a Y/N for each record. In the rare case that you cannot assign a Y/N, then report missing ("."). We will set a tolerance that is triggered if missing reaches 0.5% of the records for any submission.

Whether a number conforms to the standard Social Security Number format is based on the following rules:

Valid numbers must be exactly nine digits long and contain only numbers.

Valid numbers will not begin with the number 9.

Valid numbers will not begin with the numbers 000 or 666 in positions 1 – 3.

Valid numbers will not use the number 00 in positions 4 – 5.

Valid numbers will not use the number 0000 in positions 6 – 9

Valid numbers will not be any of 111111111, 222222222, 333333333, 444444444, 555555555, 666666666, 777777777, 888888888, 078051120, 219099999, or 123456789

Edit #	Diagnostic Message
####	PERSON ID VALID (#02017) must equal 'Y' unless PERSON_ID (#1029) equals University Identifier (#1095) or PERSON_ID (#1029) equals University Row Identifier (#02002).

SUB.	SOFTWARE CHANGES
1D. ADM SIF SIFP SFA SIFD HTD	**NEW SQL REPORT**: Named 'DUPLICATE_UNIV_ID_RPT' that flags duplicate UNIV_ID (#1095) records. The report will assist you in seeing which UIDs are a problem before you submit them. The report will compare incoming UIDs against historical UIDs back to 201805 – no submissions are excluded from the match. The join between the current submission and historical PDEMO records will be only based on PERSON_ID. The code for the report will be posted to the technical documents app.

CURRENT SUBMISSION	PRIOR PDEMO RECORD
REPT_INST	.
PERSON_ID (masked)	.
LAST_NAME	.
FIRST_NAME	.
GENDER	.
DOB	.
UNIV_ID	PRIOR_UNIV_ID
.	PRIOR_DEMO_DATA_SOURCE
.	PRIOR_DEMO_TIME_FRAME

SUB.	SOFTWARE CHANGES
2. ADM	**TEST_REQ_CD (#2008):** Reduce allowed values from 18 values to those shown below.

#	Description
A	American College Testing
AC	Accuplacer
AS	FTIC Admission Scale Requirement
FL	FTIC and Transfer Language Requirement
HS	FTIC High School Units Requirement
PE	Florida Postsecondary Education Readiness Test (PERT)
QA	Next-Generation Accuplacer
S	Scholastic Assessment Test
S2	2016 Scholastic Assessment Test

SUB.	SOFTWARE CHANGES
3. ADM	**TEST_SCORE_TYP (#2009):** Reduce allowed values from 32 values to those shown below.

#	Description	#	Description
E	English Score	RW	Reading and Writing Score
M	Math Score	S	Science Score
MS	Math Score	V	Verbal Score
Q	Quantitative Score	WE	Writing Score
R	Requirement status	WL	Writing and Language Score
RE	Reading Score	WM	Multiple Choice Score
RS	Reading Score	WR	Writing Score

SUB.	SOFTWARE CHANGES
4. ADM	**TYPE OF STUDENT (01414):** Revise the Level 9 diagnostic edit to add the next Accuplacer and remove FINAL_ADM_ACTION=P.

Code	Description
5392 Lvl=9	If the Type of Student (01414) is Beginner - FTIC (B) or Early Admit, Prior to High School Graduation (E) and Final Admission Action (01135) is Admitted (A), Cancelled After Admission (C), or Provisionally Admitted, not an Exception to Policy (P), then a Test Requirement Code (02008) must be submitted for the Florida Postsecondary Education Readiness Test (PE), Accuplacer (AC), Scholastic Assessment Test (S), 2016 Scholastic Assessment Test (S2), and/or American College Testing (A).
5412 Lvl=9	If the Type of Student (01414) is Beginner - FTIC (B) or Early Admit, Prior to High School Graduation (E), the Final Admission Action (01135) is Admitted (A) or Cancelled After Admission (C), then a Test Requirement Code (02008) must be submitted for the Florida Postsecondary Education Readiness Test (PE), Accuplacer (AC), Next-Generation Accuplacer (QA), Scholastic Assessment Test (S), 2016 Scholastic Assessment Test (S2), and/or American College Testing (A).

SUB.	SOFTWARE CHANGES
5. ADM	**LOWER DIVISION ADMIT CATEGORY (#02092):** Create new LOWER_ADM_CAT element. This new element will enable us to revise diagnostic edit #0685 which is incorrectly flagging lower division transfers with more than 30 credits because they do not need to provide a HSGPA. **Description**: A code used to differentiate lower-division transfer students to monitor the Boards' admission criteria for transfer students. **Coding Instructions**: This element is only required for transfer students - when Student Type (01414) is J or U. This element differentiates lower division, transfer students into two groups to align with Board regulation 6.004.

ALLOWED VALUES

Value	Description
.	Missing/Not-Applicable
L1	Lower division transfer student with less than 30 transferrable credit hours.
L2	Lower division transfer student with 30-59 transferrable credit hours.

DIAGNOSTIC EDITS

Code	Description
0005	Invalid Value
0834	The Lower Division Admit Category (02092) cannot be missing or invalid when Student Type (01414) is a transfer (J or U) and the Registered Code (01060) is Registered (R) and the Student Classification Level (01060) is Lower Division Undergraduate (L).

SUB.	SOFTWARE CHANGES
6. ADM	**High School GPA (01139).** Replace the Level 5 edit 0685 with new Level 9 edit to account for the new LOWER_ADM_CAT element.

Code	Description
0685 Lvl=5	GPA_High_School must be provided when Stu_Typ = J or U and Fee_Class_Res = F, T or N and Deg_Highest_Held not = A, C or B and Stu_Class_Level = L and Final_Adm_Action = A and HS_ETS_CD is not 888888 or XXXXXX.
0835 Lvl=9	The High School GPA (01139) must be provided for lower level transfer student admits with less than 30 transferrable credits [(STU_CLASS_LEVEL = L) and (STU_TYP = J or U) and (LOWER_ADM_CAT =L1) and (FINAL_ADM_ACTION = A)] without a degree (DEG_HIGHEST_HELD not = A, C or B) who were not homeschooled or received a GED (HS_ETS_CD is not 888888 or XXXXXX).

SUB.	SOFTWARE CHANGES
7. ADM	**Student Class Level (#1060)** Revise edit 0019 so missing is no longer allowed for admitted students.

Code	Description	LVL
0019	Student Classification Level must be A,N,U,L,B, or missing when Final Admission Action is A,P,or X.	9
0836	Student Classification Level must be A, B, L, N, U when Final Admission Action is A.	9

SUB.	SOFTWARE CHANGES
8. ADM	**REGISTERED_CD (#2013)** Add new level 9 edit that does not allow applicants who were denied or cancelled to be registered.

Code	Description	LVL
0871	The Registered Code (02013) cannot be Registered (R), if Final Admission Action (01135) is Cancelled (C) or Denied (D).	9

SUB.	SOFTWARE CHANGES
9. SIF	**End Instructional Activity table.**
10. SIF	**WAIVE_EXMPT_TYPE (01109):** Add new waiver codes for two new mandatory waivers.

Code	Description
5022	**Grandparent Waiver**: F.S. 1009.26(20) Beginning with the Fall term of the 2022-23 academic year, a state university shall waive the out-of-state fee for a select number of full-time enrolled, undergraduate students based on first-come, first-served basis who: (1) have a grandparent who is a legal resident; (2) have earned a high school diploma comparable to a Florida standard high school diploma, or its equivalent, or completes a home education program; (3) have scored at least at the 89th national percentile on the ACT/SAT or CLT exams. This is a Mandatory waiver.
5023	**Disabled Veteran:** F.S. 295.011 Beginning with the 2022-2023 academic year, a disabled veteran enrolled at a state university who does not qualify for the 100-percent eligibility tier under federal law is eligible to receive a waiver for tuition and fees. The waiver amount is equal to the difference between the portion of tuition and fees paid in accordance with federal law and the full amount of tuition and fees at the institution attended. The amount awarded by the state is not to be determined until after the application of federal benefits under 38 U.S.C. s. 3313. This is a Mandatory waiver.

SUB.	SOFTWARE CHANGES
11. SIF/P	**FTIC Alternative Admit Flag (#02089):** Revise the diagnostic edit from a level 9 to level 8 edit with a 95% tolerance, so it allows for up to 5% of records to be updated on the SIF, so the SIF data is as accurate as possible.

Code	Description	Level
CURRENT 5399	The FTIC Alternative Admit Flag (02089) on the Student Instruction File submission is not the same as reported on the Admissions submission, based on the Date of Most Recent Admission (01420).	9
NEW ####	The FTIC Alternative Admit Flag (02089) on the Student Instruction File submission is not the same as reported on the Admissions submission, based on the Date of Most Recent Admission (01420).	8

SUB.	SOFTWARE CHANGES
12. SIF	**Building Number (#01130):** Revise Coding Instructions to account for the changes to how space information is now reported to the Board office via the Space Data Management System (SDMS). This is not a policy change in validation procedures.

Code	Description
CURRENT	Institutionally assigned number or identifier, and must be the exact same identifier for this building on both the Space File tables of SPA or SIF and the COURSE_MEETINGS table of SIF. --- The SPA and the SIF are used together to produce space analyses, so this field must be identically coded on both files. --- Load programs on the COURSE_MEETINGS table will NULL value when UNSCHED_MTG_FLG = 'T'
NEW	Institutionally assigned number or identifier, and must be the exact same identifier for this building on both the non-SUDS Facilities BUILDING table and the SIF. COURSE_MEETINGS table. This field must be identically coded on both files. Load programs on the COURSE_MEETINGS table will NULL value when UNSCHED_MTG_FLG = 'T'

SUB.	SOFTWARE CHANGES
13. SIF	**Room Number Prefix (#1132), Room Number Digits (#1133), Room Number Suffix (#1134):** Revise Coding Instructions. This is not a policy change in validation procedures.

Code	Description
CURRENT	Institutionally assigned number or identifier, and must be the exact same identifier for this building on both the Space File tables of SPA or SIF and the COURSE_MEETINGS table of SIF. --- The SPA and the SIF are used together to produce space analyses, so this field must be identically coded on both files. --- Load programs on the COURSE_MEETINGS table will NULL value when UNSCHED_MTG_FLG = 'T'
NEW	Institutionally assigned number or identifier, and must be the exact same identifier for this room on both the non-SUDS Facilities ROOMS table and the SIF. COURSE_MEETINGS table. This field must be identically coded on both files. --- Load programs on the COURSE_MEETINGS table will NULL value when UNSCHED_MTG_FLG = 'T'

SUB.	SOFTWARE CHANGES
14A. SIF	**Continuing and Cooperative Education Flag (#1101):** After discussing with CODA, we decided to terminate this element as this element is not used by the Board office or needed by the universities.
14B. SIF	**Self-Supporting Course (#10075):** Revise the coding instructions to clarify expectations for study abroad courses. **Coding Instructions** **Current**: This element is not intended to capture ALL student-funded course activities (STU_SECTN_FUND_CD='L') - for example, 'study abroad' courses are not included. **Revised**: All for-credit course credits should report the type of course for this element. If Select Self-Supporting Course (10075) equals Market Tuition Rate (M), Continuing Education (C), or Sponsored Credit (S), then Student Section Funding Flag (01103) cannot be State-Funded ('0') and Course Budget Entity Code (01100) cannot be coded as E&G (1). If Select Self-Supporting Course (10075) equals Market Tuition Rate (M) or Continuing Education (C), then Course Budget Entity Code (01100) must be coded as Auxiliary (2). If Select Self-Supporting Course (10075) equals Sponsored Credit (S), then Course Budget Entity Code (01100) must be coded as Auxiliary (2) or C&G (3).

SUB.	SOFTWARE CHANGES
15. SIF	**CURR_TERM_CRS_LOAD (#1063):** Replace diagnostic edit #5235 to remove reference to 'credit by exam' value ('9') that was ended after the 202001 term.

Code	Description	Level
CURRENT 5235	Stu_Sectn_Fund_Cd not 6 or 9, then Curr_Term_Crs_Load must equal the sum of Stu_Sectn_Cred.	9
NEW ####	Current Term Course Load (#01063) must equal the sum of Student Section Credit (#01097) when Student Section Funding Flag (#01103) is not an audited course (STU_SECTN_FUND_CD=6).	9

SUB.	SOFTWARE CHANGES
16. ADM SIF	**Military Status (#2059)** Collapse E, V and Y into a single value for Veteran ('Z').

Code	Description	NEW VALUE
E	Veteran (service dates unknown)	VETERAN 'Z'
V	Veteran Service prior to 9/11/2001	
Y	Veteran Service on or after 9/11/2001	

SUB.	SOFTWARE CHANGES
17. ADM SIF/P SFA SIFD	**LAST_INST_CD (#1067):** End edit #0744.

Code	Description	Level
0744	The last institution code cannot equal the OPEID code of the reporting institution.	9

SUB.	SOFTWARE CHANGES
18. SIF/P SFA SIFD	**Extended Program Flag (#01408):** Remove this element from the Enrollment table on all submissions.
19. SFA	**Source of Funds (#1255):** Remove this element. This is housecleaning as collection for this element was discontinued in ####01.
20. SFA	Add new level X edit (#5413) that requires all FINANCIAL_AID_AWARDS (FAWD) records have a FINANCIAL_AID_DEMO (FADM) record. Msg: This record has a Personal Identification Number (01029) on the Financial Aid Award table that does not have a matching Personal Identification Number (01029) on the Financial Aid Demo table.

SUB.	SOFTWARE CHANGES
21. HTD	**SQL report:** Revise/Fix EXCESSHRSSTUDTL report.
22. HTD	**Excess Hours Exclusion (#2065):** Add value for Civic Literacy Exemption that was added to law in s. 1009.286(4), FS by the 2021 Florida Legislature in SB1108.

Note: This new category should not create an issue with the existing Active Duty Military or Personal Hardship Withdrawal categories. However, this new category might create a conflict in the EXCESSHRSSTUDTL report when a course might be classified as both an accelerated credit, within the Course Grouping Code (#01485), and Civic Literacy.

Universities do not need to use a hierarchy when reporting to SUDS, but ODA staff need to address this issue in the EXCESSHRSSTUDTL code so the exempt credits are not double-counted.

Code	Description
C	Credit hours earned to meet the requirements of s. 1007.25(4).

SUB	SOFTWARE CHANGES
21. RET	**Cohort Adjustment Flag (#1442):** Clarify rules for the Q adjustment in the coding instructions and revise the definition for the Q adjustment.

Coding Instructions
CURRENT: blank

REVISED:

The 'Q' value should be used when:

(1) A student is found to have previously earned a bachelor's degree prior to their most recent admission at your institution and are in fact a post-baccalaureate student who failed to notify your institution about their previous bachelor's degree on their admission transcripts.

(2) A student has multiple cohort years for the same cohort type at the same institution and campus code. The Retention software does not allow a student to have multiple cohort years for the same cohort type at the same institution and campus code. Some students might have multiple Date Most Recent Admission (#1420), with the same Type Of Student At Time Of Most Recent Admission (#1413), on their SIF submissions; however, the Retention software has procedures to delete (later) records when a student has the same cohort type, but multiple cohort years at the same institution/campus.

--(2.1) Occasionally ID change issues will cause the Retention software to miss a student having multiple cohort years within a single cohort type and the student will be incorrectly placed into multiple cohort years with the same cohort type. When this happens, the Institutional Data Administrator should use the Q value and provide an ID change record with the Retention submission so that the student is properly tracked.

--(2.2) The Retention software might correctly assign a student into two different cohort types, but the institution submits a cohort change record to change the cohort type for one of the records which might violate the rule that a student cannot have the same cohort type for different cohort years. When this happens the institution would apply the Q value to the later cohort year record to remove the duplicate record.

The 'Q' value should <u>not</u> be used when:

(1) A student may be correctly reported in multiple cohorts as different cohort types at the same institution. Some examples include: an FTIC who drops out and is subsequently officially re-admitted to your institution as an FCS AA transfer student, or a (U) transfer student drops out of your institution and is subsequently officially re-admitted to your institution as an FCS AA transfer student.

(2) A student may be correctly reported in multiple FTIC cohorts at different institutions, if the student was admitted as an FTIC at two institutions in the 'same' term. Note: Because of the Student Right to Know rules, this would include a student who begins at your institution in either the summer or fall term and at another institution in the similar summer/fall term.

(3) An FTIC student at your institution is found to have been admitted to another institution before they were enrolled as a degree-seeking student at your institution, and the student had earned more than 11 credits since high school graduation. This student should be reclassified into a transfer cohort which would require using the 'Information Adjusted by Correction' value (COHORT_ADJ_IND='I') and not the Q value.

Cohort Adjustment Flag (#1442) -- *continued*

ALLOWED VALUES

Description for Q Value
CURRENT: Student is removed from the cohort because they were incorrectly reported in multiple cohorts or they should not have been reported in any cohort because they were illegally enrolled.
REVISED: Student is removed from a cohort because they were incorrectly reported in multiple cohorts, or they should not have been reported in any cohort.

STATE UNIVERSITY
SYSTEM OF FLORIDA

2022-23 ELEMENT/EDIT CHANGES TO FINANCE-EMPLOYEE SUBMISSIONS

SUB.	SOFTWARE CHANGES
1. IRD	**Course Program Category (#01098):** End IRD Diagnostic edit (5229) on the IRD.WKA table that is pointed to the SIF.IA table – that is ending. And, create a new edit that does the same thing but points to the SIF.COURSES_TAKEN table.

Edit #	Diagnostic Message	Level
5229	No matching CIP_CRS found on INSTRUCTIONAL_ACTIVITY for course section.	9
NEW 5422	No matching CIP_CRS found on the COURSES_TAKEN table for course section.	9

SUB.	SOFTWARE CHANGES
2. IRD	**Instructor Portion Contact Hours/Equivalencies (#01513):** Revise the description for this WKA element in the online dictionary because of the SIF.IA table is ending. Note: Although this action removes the intermediary ACT_SECT_INSTR_HRS element (#1113) from the description, there is actually no change to how Instructor Portion Contact Hours/Equivalencies (#01513) is defined as the new language is copy/pasted from the ACT_SECT_INSTR_HRS element coding instructions.

Current Description: The Instructor Portion Contact Hours/Equivalencies for credit generating I&R activities will be calculated by the institution by multiplying ACT_SECT_INSTR_HRS 01113 on INSTRUCTIONAL_ACTIVITY table by PORT_SECTN_WKLD 01129 on WORKLOAD_ACTIVITIES table. The Contact Hour Equivalencies for non-credit generating I&R activities should equal the sum of the weekly Contact Hour Equivalencies for the activity as defined in CM 87-17.

Revised Description: The Instructor Portion Contact Hours/Equivalencies for credit generating I&R activities will be calculated by the institution by multiplying the number of hours a course section actually meets per week by PORT_SECTN_WKLD 01129 on WORKLOAD_ACTIVITIES table.

Coding Instructions:
Code zero on summary-type records on WORKLOAD_ACTIVITIES table.
For scheduled courses that do not meet for the full semester: the hours should be equated to a full semester by multiplying the actual scheduled hours per week by the ratio of the number of weeks the course meets to the total number of weeks in the full semester. For unscheduled courses: the sum of the weekly contact hour equivalencies, as adopted by the universities, but not to exceed the maximums defined in CM-87-17. The Contact Hour Equivalencies for non-credit generating I&R activities should equal the sum of the weekly Contact Hour Equivalencies for the activity as defined in CM 87-17.

SUB.	SOFTWARE CHANGES
3. EMPL/ SCD	**End PERSON_DEMO and PERSON_ID_CHANGES tables.**
4. EMPL/ SCD	**UNIV_ID** will become part of the logical unique keys (LUK) for the EDEM and EDAT tables. • <u>EDEM</u>: DEMO_TIME_FRAME, REPT_INST, DEMO_DATA_SOURCE, PERSON_ID, SUB_TYPE, UNIV_ID. • <u>EDAT</u>: DEMO_TIME_FRAME, REPT_INST, DEMO_DATA_SOURCE, PERSON_ID, SUB_TYP, BE_CD, ST_FUND_TYP, FUND_ID_EMPL_RES, BE_CD8, IBI, APPROP_CAT, DEPT_ID, UNIV_BUD_ID, PAY_PLAN_NBR, OPS_SEQ, UNIV_POSITION, PCS_DEPT_ID, COMMIT_TYP, UNIV_ID.
5. EMPL/ SCD	**Add Elements to the EDEM table:**

NAME_LAST (#1033)	ASIAN_FLG (#1493)
NAME_FIRST (#1091)	BLACK_AFRICAN_AM_FLG (#1494)
NAME_MI (#1092)	NAT_HAWAII_PAC_IS_FLG (#1495)
SUFFIX (#2016)	WHITE_FLG (#1496)
GENDER (#1048)	NON_RES_ALIEN_FLG (#2043)
HISPANIC_FLG (#1491)	NO_RACE_REPORT_FLG (#1497)
AM_IND_ALASKAN_FLG (#1492)	IPEDS_RACE_ETHNIC_CD (#2080)*

Note*: ODA will no longer derive the IPEDS_RACE value, so institutions will report this moving forward.

SUB.	SOFTWARE CHANGES
6. EMPL/ SCD	**Transition SAS reports into SQL reports:** This is a multi-year process to replace SAS reports with more user friendly SQL reports. This year, we plan to end four SAS reports that are already available in SQL, and will add the 'SCD12MON' as a SQL report. We plan to complete this transition next year.

REPORT	SQL PLAN	SAS PLAN
SC3RP03: Schedule III Report 3	ALREADY IS SQL	END IN 2022-23
SC3RP05: Schedule III Report 5	ALREADY IS SQL	END IN 2022-23
SC3RP07: Schedule III Report 7	ALREADY IS SQL	END IN 2022-23
SC3RP09: Schedule III Report 9	ALREADY IS SQL	END IN 2022-23
SCD12MON: 12 Month Rate Report	ADD IN 2022-23	END IN 2023-24
SC3RP08: Schedule III Report 8	ADD IN 2023-24	END IN 2023-24
SCDRTANL: Person Rate Analysis	ADD IN 2023-24	END IN 2023-24

SUB.	SOFTWARE CHANGES
7. EMPL, SCD	The following diagnostic edits were discussed with CODA but no action is being taken.
8. OB	**Revenue Type (#01318):** Remove missing as a valid value. This action requires further discussion and is being delayed until the 2023-24 software release.

For submission 7:

Edit #	ELEMENT: Diagnostic Message	Level
0576 EDAT, EDEMO	**University Hire Date (#01019):** Missing or date is in future	9
05228 EDEMO	**Continuous State Service Date (#1612):** Missing or date is in future	9