

ATT VIII

**South Carolina Technical College System
Data Verification Report Summaries**

Greenville Technical College

Greenville Technical College participated in the data verification process July 18-20, 2000. From the review, the Data Verification Team made recommendations in several areas to ensure compliance with the respective performance indicator, as well as to ensure consistency of reporting among the technical colleges. For the financial indicators (1A, 5A, 5D), recommendations were provided to allocate indirect costs to auxiliary enterprises in accordance with Tech State Board policy, and working with the Chief Business Officers Peer Group within the Technical College System, to continue refining allocation processes leading to consistency of reporting within the System. Surveys of faculty and advisors (2E1, 2E2) were conducted appropriately with the suggestion to include all faculty, and class size (3A1) data were reviewed for lecture section reporting and validated. Through a faculty and staff interview process conducted during the data verification visit, faculty and staff classifications (3C) were appropriately reported. Licensure data (7D) were reviewed with the list of exams to be included in reporting still evolving. It was recommended that all appropriate exams be included, and that by-name roster validation data be kept where available. Statewide transfer blocks (8A) were reviewed with all courses offered as required, and a recommendation provided to incorporate the literal wording of the statewide transfer procedures in the college catalog. Additionally, the Data Verification Team validated the use of SPEEDE/ExPRESS transcript software. A copy of the complete report is available from the State Board for Technical & Comprehensive Education or through CHE staff.

Midlands Technical College

Midlands Technical College's Data Verification Visit was conducted June 27-29, 2000. From the review the Data Verification Team, as it had in other technical college data verification visits, made recommendations to ensure consistency of reporting among the technical colleges. For the financial indicators (1A, 5A, 5D) recommendations were provided to allocate indirect costs to auxiliary enterprises in accordance with Tech State Board policy, and working with the Chief Business Officers Peer Group within the Technical College System, to continue refining allocation processes leading to consistency of reporting within the System under NACUBO guidelines. Surveys of faculty and advisors (2E1, 2E2) were conducted appropriately with the suggestion to address the issue of non-participation by faculty and a review of the survey process to ensure representation. Class size (3A1) data were reviewed and validated, and the team found faculty and staff classifications (3C) appropriately reported. Licensure data (7D) were reviewed with the list of exams to be included & definitions for reporting still being refined at the time of the visit. For licensure reporting, it was recommended that all appropriate programs be included, and that the base calculation on the testing timeframe be April 1 to March 31. Statewide transfer blocks (8A) were reviewed with all courses offered as required, and a recommendation to incorporate the literal wording of the statewide articulation agreement in the college catalog was provided. Additionally, the Data Verification Team validated the use of SPEEDE/ExPRESS transcript software. A copy of the complete report is available from the State Board for Technical & Comprehensive Education or through CHE staff.

ACTION: Accept as information