



Office of Policy Analysis and Research

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May 25, 2004

To: CDR Liaisons
From: Sharon Wilhelm, Director
Re: Spring 2004 CDR Manual Update

Effective with the spring 2004 update to the CDR, CDR updates will be available exclusively on the web at www.uwsa.edu/opar/CDR/. Paper copies will no longer be distributed. Please forward this email to those individuals on your campus to whom you previously distributed a paper copy.

The modifications in this update pertain to the CDR submissions for the 2004-05 academic year, which includes the summer of calendar year 2004. Modifications to the CDR documentation are primarily noted in the right margin. These are marked by '+' for additions, '-' for deletions, and 'x' or a date for changes. Following is a summarization of the changes.

VOLUME I

The CDR Contact and Liaison Personnel lists have been revised to reflect changes. In addition, some minor clarifications and corrections are noted. Please review the CDR submission dates, pages III.A.3-6. Let us know if you foresee any problems in providing the data by the dates listed.

Student CDR

Campus Student ID (Student Data Element 2012 and MAAD Data Element 5012) is no longer optional and is now required to ensure better tracking of students over time. Several pages have been modified to reflect this change.

CDR reporting requirements have been modified to accommodate the reporting of "Return to Wisconsin" participants. A new code has been added to Resident Status (Student Data Element 2220 and MAAD Data Element 5220). In addition, a new data element, Relationship to Alumnus (Student Data Element 2225), has been added to the Student CDR (not MAAD) to be used in conjunction with the new resident code.

An additional code has been added to the Multiple Application and Admissions data element Resident Status (MAAD Data Element 5220) to allow for the identification of applicants qualifying for UW-Platteville's tuition reduction program. Enrollees in the program will be identified in the Student CDR starting in 2005-06 academic year and, therefore, the Student CDR modifications for this program will be reflected in next spring's update.

Facilities CDR

The Office of Policy Analysis and Research no longer distributes reporting requirements for the facilities CDR. Please direct any questions pertaining to this data submission to UW System Administration's Capital Planning and Budget, (608) 263-4405.

[VOLUME II](#), now available on the web: Responses due by July 15, 2004

CDR Curricular Area Code Table (Table I.C) - Please review your institution's CAC/UDDS crosswalk table with your Budget Office to insure that the UDDS codes reflect the proper budgeted departments and incorporate any changes that may have been made as part of the annual budget process. The CAC codes should be reviewed with the Registrar to insure that all institutional departments (student credit carrying departments) are properly represented.

Degree Table and Major Tables (Tables III and IV) - Please review these tables on our website with your Academic Affairs office to insure that all valid and operational degrees and majors (degree programs) are included.

College Code (Tables V) - New codes are added to this table on a continuing basis. Summary of changes made in the past year is included.

High School Code (Table VI) - New codes are added to this table on a continuing basis. Summary of changes made in the past year is included.

Address Code Table (Table VII) – New codes are added to this table on a continuing basis. No changes have been made since the last update.

Please contact the appropriate table manager (see page I.3) with any questions or concerns regarding the tables found in Volume II.

cc: Vice Chancellors
Chief Information Officers
Registrars
Admission Directors
Extended Degree Program Directors
Institutional Research Directors
Multiple Applications and Admissions Data Contacts
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