Office of Policy Analysis and Research

UNIVERSITY OF WISCONSIN SYSTEM
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Spring 2018

To: CDR Liaisons

From: Sue Buth, Director *S.E. Buth*

Re: Spring 2018 CDR Manual Update
        Response Requested by July 16, 2018

This memo includes information about modifications to CDR submissions for the upcoming academic year (2018-19), beginning with summer 2018. Details of the modifications can be found at https://www.wisconsin.edu/education-reports-statistics/data-management/central-data-request/cdr-manual/. While this email is being copied to others at your institution who are involved with the CDR submissions, we ask that the CDR Liaisons communicate with appropriate offices regarding the CDR changes as well as with OPAR staff regarding changes at your institution that may affect the submissions.

As you review the update document, modifications to the CDR documentation are primarily noted in the right margin. These are marked by '+' for additions, '-' for deletions, and 'x' for changes.

Due to restructuring efforts pending HLC approval, a supplemental CDR Update for 2018-19 may follow next month. We expect changes to be minimal.

Summary of Changes Include:

Student CDR
- Added a new value of 'O' for DE 2210 (Student Classification) to denote high school students participating in the Early College Credit Program.

- Added curricular edit 1500-71 to verify consistent funding source between cross-listed courses.

Please review the following items and respond to Andy LeBeau (alebeau@uwsa.edu, 608-262-4939) with any corrections or concerns by July 16, 2018:

- CDR submission due dates (Volume I, Pages III.A.3-6).

- Section Length (DE 1130) – Confirm the number of weeks for fall and spring 2018-19 semesters are accurate. Please contact us if changes are needed. Note that the final exam period is included in the term length.

- CDR Curricular Area Code (CAC) Table (Volume II, Table I.C) – Check with your Budget Office and Registrar's Office to ensure that your institution's CAC/UDDS crosswalk table reflects current budgeting and curricular (subject) areas. Please inform us of any changes for the 2018-19 academic year. Changes already submitted for 2018-19 will be reflected in the August update (and currently available in the Oracle table).

- Degree Table and Major Tables (Volume II, Tables III and IV) – Review these tables with your Academic Affairs office to ensure that all valid degrees and majors (degree programs) are included. Please contact us if updates are needed.

Feel free to contact one of the OPAR staff (see Volume I, Page I.3) with any questions or concerns. Thank you for your continued support and assistance with the CDR process.

cc: Admissions Directors
            Chief Information Officers
            Financial Aid Directors
            Institutional Research Directors
            MILER
            Multiple Applications and Admissions Data Contacts
            Registrars