Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

17 SEP -7 AM 11:08

Post-Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Postsecondary National Policy Institute (PNPI)

Travel date(s): August 21-24, 2017

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate ☒ Actual Amount	$532.47	$387.00	$110.73	N/A

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate ☐ Actual Amount	N/A	N/A	N/A	N/A

Provide a description of all meetings and events attended. *See* Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Attended a seminar on postsecondary data on states, systems and institutions. See agenda for additional information.

9/5/17 *(Date)*

Karishma Merchant *(Printed name of traveler)*

Karishma Merchant *(Signature of traveler)*

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9/5/17 *(Date)*

(Signature of Supervising Senator/Officer)

(Revised 1/3/11)

Form RE-2

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PNPI

POSTSECONDARY NATIONAL POLICY INSTITUTE

Postsecondary Data Seminar: States, Systems, and Institutions

Monday, August 21 - Thursday, August 24
Austin, Texas

SEMINAR GOALS

Introduce staff to, and extend their knowledge of, how states and state systems collect, house, maintain and use postsecondary data.
Introduce staff to data linkages across states and state agencies.
Introduce staff to, and extend their knowledge of, how institutions of higher education (IHEs) collect, house, maintain and use postsecondary data.
Introduce staff to the types of data relationships that do and could exist between states, state systems and IHEs.

AGENDA

Monday, August 21

7:25 PM **Arrive Austin, TX**

8:30 PM **Check-In: Hilton Garden Inn, Austin, TX**

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Tuesday, August 22

8:00 AM-9:00 AM	**Breakfast** **Hilton Garden Inn**
9:00 AM-10:30 AM	**Welcome & A Data State of the States** **Hilton Garden Inn**

Speakers:
Dr. Christina Whitfield, Associate Vice President, State Higher Education Executive Officers Association
Rachel Zinn, Director, Workforce Data Quality Campaign

Questions for Discussion:

- *What are the various types of state postsecondary data systems?*
  How are these systems created?
  What are the distinguishing features of these systems?
- *How have states used these systems?*
  What are the limitations of these systems? What are their strengths?
  What are some commonalities for state use of these systems?
  What states are leaders in postsecondary data collection?
- *What are some best practices for the creation, use, and governance of these systems?*
  How are these systems funded?

10:30 AM-10:45 AM	**Break**
10:45 AM-12:15 PM	**State to State Data Exchanges** **Hilton Garden Inn**

Speakers:
Iris Palmer, Senior Policy Analyst, New America
Patrick Lane, Project Manager, Western Interstate Commission for Higher Education

Questions for Discussion:

- *What is a state to state exchange?*
  What questions can these exchanges answer that a standalone system cannot?
  How are these systems maintained?
  What obstacles must be overcome in order to create such exchanges?
  What is the Multistate Longitudinal Data Exchange?
- *Why is such an exchange necessary?*
  What are the challenges of such an exchange?
  What are its limitations?
- *Can a state to state exchange replace the need for a federal data system?*

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12:15 PM-12:30 PM	**Break**
12:30 PM-2:00 PM	**Lunch & Travel to the Texas Higher Education Coordinating Board** Staff will stop for 60 minutes for lunch on the way to the Texas Higher Education Coordinating Board.
2:00 PM-3:30 PM	**Overview of Texas Postsecondary Data System, Texas Higher Education Coordinating Board Offices**

Speakers:
Dr. Raymund A. Paredes, Commissioner, Texas Higher Education Coordinating Board
Dr. David Gardner, Deputy Commissioner for Academic Planning and Policy, Texas Higher Education Coordinating Board
Dr. Julie Eklund, Assistant Commissioner for the Strategic Planning and Funding Division, Texas Higher Education Coordinating Board

Questions for Discussion:

- What systems comprise the Texas data landscape?
- What is the Texas P-16 Public Education Information Resource (TPEIR)?
  How and why was this system created?
  How is the system funded?
  How is the exchange of information governed?
  How has this system or other state based data systems impacted or improved postsecondary education in the state of Texas?
  What is the Texas Higher Education Accountability System? What role does postsecondary data play in that system?

3:30 PM- 4:00 PM	**Travel to University of Texas System Offices**
4:00 PM-5:30 PM	**A System-Wide Approach to Data, University of Texas System Offices**

Speakers:
Dr. Stephanie A. Bond Huie, Vice Chancellor, University of Texas System
Dr. David Troutman, Associate Vice Chancellor for Institutional Research and Decision Support, University of Texas System

Questions for Discussion:

- *How does the University of Texas System use postsecondary data?*
  What is seekUT?
- *What is the UT system Dashboard? How does the dashboard help improve postsecondary outcomes for Texans?*

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5:30 PM-6:00 PM **Travel to Dinner**

6:00 PM-8:00 PM **Working Dinner & Wrap Up/Travel back to Hotel**

Facilitators:
MaryEllen McGuire, President, PNPI
Jared Bass, Federal Director, PNPI

Discussion Questions:

- *What have you learned about state and system postsecondary data systems?*
  What further questions do you have regarding postsecondary data systems at the state and system levels?
  What did you learn about Texas' approach to postsecondary data?
  How did this approach differ from what you learned about other state data systems?

Wednesday, August 23

8:00 AM-9:00 AM **Breakfast, Hilton Garden Inn**
Hilton Garden Inn

9:00 AM-10:30 AM **Institutional Approaches to Postsecondary Data,**
Hilton Garden Inn

Speakers:
Manuela Ekowo, Policy Analyst, New America
Dr. Mark Becker, President, Georgia State University
Dr. Jose Luis Cruz, President, Lehman College
Dr. David Laude, Senior Vice Provost for Strategic Initiatives, University of Texas at Austin

Questions for Discussion:

How are institutions using data to improve postsecondary education?

- *What are predictive analytics?*
  What are the benefits and limitations of using predictive analytics?
  What are some of the challenges associated with an institutional focus on "big data?"
  How are institutions addressing and protecting student privacy in the use of postsecondary data tools?
  Are there any best practices associated with the creation, maintenance, and use of data at the institutional level? How are these approaches funded?

10:30 AM-11:00 AM **Travel to University of Texas at Austin (UT Austin)**

11:00 AM-11:15 AM **Welcome from UT Austin President and Provost, UT Austin**
President Gregory Fenves and Provost Maurie McInnis

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11:15 AM- 12:45 PM **Overview of Postsecondary Data Usage at UT Austin, UT Austin**

Speakers:
Dr. Tara O'Neil, Director, Office of Enrollment Analytics, University of Texas at Austin
Dr. Jamie Pennebaker, Executive Director, Project 2021, University of Texas at Austin
Dr. Celeste Alexander, Director, Texas Education Research Center, University of Texas at Austin
Carolyn Connerat, Associate Vice Provost for Student Success Initiatives, University of Texas at Austin

Questions for Discussion:

How does UT Austin use postsecondary data?
How is the data collected and maintained?
How does UT Austin address student privacy and data security concerns?
What changes have occurred as a result of UT Austin's use of predictive analytics?
What are some of the experiences of students who have been impacted by predictive analytics or other data driven postsecondary interventions? How do students respond to these interventions?
What is the Education Research Center, and how does UT Austin use this center to facilitate postsecondary research?

12:45 PM-1:00 PM **Travel to Lunch**

1:00 PM-2:00 PM **Working Lunch with Students & Faculty, UT Austin**

Speakers:
Students and Faculty selected by UT Austin

Questions for Discussion:

What do you know about UT Austin's data collection efforts? Are you aware of what student level data they are collecting?
Do you actively worry about the privacy and security of your data?
How have you been personally impacted by predictive analytics or other data driven postsecondary interventions at UT? Are they a good or bad thing?

2:00 PM-3:00 PM **Wrap Up Discussion & Farewell**

Questions for Discussion:

- *How might the federal government further support the work of institutions like UT Austin in leveraging data to improve programming and student outcomes?*
  If there was one key takeaway from the work of UT Austin with postsecondary data, what would it be?
  What additional questions do Congressional staff have about UT Austin and postsecondary data?

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3:00 PM-3:30 PM **Travel to Austin Community College (ACC)**

3:30 PM- 4:30 PM **Overview of Postsecondary Data Usage at Austin Community College, ACC**

Speakers:
Dr. Virginia Fraire, Vice President, Student Services, Austin Community College & other representatives from Austin Community College

Questions for Discussion:

How does Austin Community College use postsecondary data?
How is the data collected and maintained?
What is DegreeMap?
How does ACC address student privacy concerns?
How does ACC address security concerns?
What changes have occurred as a result of DegreeMap?
What is the Direct to College Achievement Plan?
How does ACC leverage partnerships with businesses and others to achieve its goals?

4:30 PM- 5:30 PM **ACC Student Panel**

Speakers:
Students selected by ACC

Questions for Discussion:

- *What do you know about ACC's data collection efforts? Are you aware of what student level data they are collecting?*
  Do you actively worry about the privacy and security of your data?
  Have you personally been impacted by DegreeMap? If so, how?

5:30 PM-6:00 PM **Wrap Up & Farewell**

Questions for Discussion:

How might the federal government further support the work of institutions like ACC in leveraging data to improve programming and student outcomes?
If there is one key takeaway from the work of ACC with postsecondary data, what would it be?
What additional questions do Congressional staff have about ACC and postsecondary data?

6:00 PM- 6:30 PM **Travel to Dinner**

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6:30 PM-8:30 PM **Working Dinner/Travel back to Hotel**

Facilitators:
MaryEllen McGuire, President, PNPI
Jared Bass, Federal Director, PNPI

Discussion Questions:

What did you learn about UT Austin and ACC's approaches to postsecondary data? How did their approaches differ from the institutions we heard from at the start of our day?

Thursday, August 24

8:00 AM–10:00 AM **Breakfast & Wrap-up Discussion, Hilton Garden Inn**

Facilitators:
MaryEllen McGuire, President, PNPI
Jared Bass, Federal Director, PNPI

Discussion Questions:

What remaining questions do you have about data use at the state, system and institution levels?
What challenges do states, systems and institutions have with regard to obtaining and applying data to improve student outcomes?
What are the benefits of having states, systems and institutions leverage postsecondary student data?
What is the role, if any, of the federal government in facilitating the use or sharing of postsecondary data at the state, system or institution levels?
What further questions do you have about postsecondary data use or application?
What follow up programming might you be interested in regarding states, systems or institutions and data?

10:00 AM	**Check-out & Depart for Austin Airport**
11:00 AM	**Lunch at the Airport**
12:05 PM	**Depart Austin, Texas**
4:15 PM	**Arrive Washington D.C. (DCA)**

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Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

ETHIC JUL11'17PM12:50

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Karishma Merchant

Employing Office/Committee: Senator Tim Kaine

Private Sponsor(s) (list all): Postsecondary National Policy Institute (PNPI)

Travel date(s): August 21-24, 2017

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Austin, TX

Explain how this trip is specifically connected to the traveler's official or representational duties:

Staffer is Senator Kaine's Senior Education Policy Advisor and oversees education portfolio under the Senator's Health, Education, Labor, and Pensions (HELP) Committee portfolio. The HELP Committee will be considering reauthorizing the Higher Education Act in the near future. [redacted] Participating in this [redacted] Postsecondary Data Seminar will help the staffer gain a better understanding of the postsecondary data sytem established under the current Higher Education Act including how data is managed and the linkages between states and institutions of higher education, which will help inform the staffer's policy work on the future reauthorization.

Name of accompanying family member (if any): N/A

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

7/11/17
(Date)

Karishma Merchant
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Tim Kaine *(Print Senator's/Officer's Name)* hereby authorize Karishma Merchant *(Print Traveler's Name)*

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse ~~or child~~ is appropriate to assist in the representation of the Senate. *(signify "yes" by checking box)* ☐

7/11/17
(Date)

(Signature of Supervising Senator/Officer)

(Revised 10/19/15)

Form RE-1

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PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

---

1. Sponsor(s) of the trip (please list all sponsors): Postsecondary National Policy Institute (PNPI)

2. Description of the trip: See attached.

3. Dates of travel: August 21-24, 2017

4. Place of travel: Austin, TX

5. Name and title of Senate invitees: See attached.

6. I *certify* that the trip fits one of the following categories:

   ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

   – OR –

   ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) *(see question 9)*.

7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

   – AND –

   ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

8. I *certify* that:

   ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.

   – AND –

   ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

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9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**
I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10).*

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**
If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

PNPI has created the agenda, developed the invitation list and is managing all event logistics.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

See attached.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

See attached.

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15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

In addition to multi-day seminars, PNPI sponsors Hill-based briefings for larger Hill audiences and is available to all congressional staff for postsecondary related research support. Our website offers resources including summaries of recent postsecondary reports and primers on higher education issues.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
☒ Good Faith estimate ☐ Actual Amounts	$531.72 (flight cost round-trip to Austin, TX from Washington, DC and on the ground shuttle to meetings and site visits in Austin.)	$387	$182	N/A

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation **or** b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip is arranged and organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

See attached.

19. Name and location of hotel or other lodging facility:

Hilton Garden Inn Austin Downtown, 500 N Interstate 35, Austin, TX 78701

20. Reason(s) for selecting hotel or other lodging facility:

The Hilton Garden Inn is in proximity to the airport and all four of the sites we will be visiting on this trip. They also offer event space for meetings we have planned on the first and second day of full programming.

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21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging for congressional staff costs $129/night, which is below the federal per diem. Meal costs are $31 on day one (dinner, incidentals), $59 on day two and day three (breakfast, lunch, dinner, incidentals) and $33 on day four (breakfast, lunch, incidentals). All of these totals are below or at federal per diem.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

See attached.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

N/A

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor: [signature]

Name and Title: MaryEllen McGuire, President

Name of Organization: Postsecondary National Policy Institute (PNPI)

Address: 718 7th Street NW, Floor 2, Washington, DC 20001

Telephone Number: 202-841-7359

Fax Number:

E-mail Address: mcguire@pnpi.org

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ATTACHMENT:
Senate Private Sponsor Travel Certification Form

2. Description of the Trip:

This seminar is designed to extend the congressional staff's knowledge of how states, systems, and institutions collect, house, maintain, and use postsecondary data. It will also introduce the staff to postsecondary data exchanges across states. Finally, it will deepen the staff's understanding of the types of data relationships that do and could exist between the federal government, states, state systems, and institutions of higher education.

A detailed agenda is attached.

5. Name and title of Senate invitees:

Katie Brown
Legislative Assistant
Senator Collins

Bryce McKibben
Policy Advisor
Senator Murray

Josh Delaney
Legislative Assistant
Senator Warren

Karishma Merchant
Legislative Assistant
Senator Kaine

Andrew LaCasse
Education Policy Advisor
Senator Alexander

Bob Moran
Education Policy Advisor
Senator Alexander

All staff were invited due to their employment with the Senate HELP Committee or with a Member who sits on the Committee.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

PNPI provides professional development to Congressional staff who work on higher education issues. This seminar is designed to extend the congressional staff's knowledge of how states, systems, and institutions collect, house, maintain, and use postsecondary data. It will also introduce the staff to postsecondary data exchanges across states. Finally, it will deepen the staff's understanding of the types of data relationships that do and could exist between the federal government, states, state systems, and institutions of higher education.

A detailed agenda is attached.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

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PNPI has sponsored sixteen prior seminars on the topics of college cost (held in Towson, Maryland in May 2012), student financial aid (held at New America and George Mason University in August 2012, the George Washington University in August 2013, the University of Virginia in August 2014 and the Kent Manor Inn in Stevensville, MD in May 2015 and June 2017), higher education accreditation (held in Owings Mills, Maryland in January 2013 and in Warrenton, VA in March 2016), competency-based education and prior learning assessment (held in Manchester, New Hampshire in May 2013), MOOCs and online learning (held at the Airlie Center in Warrenton, VA in April 2014), Minority-Serving Institutions (held in Atlanta, GA in October 2014 and in Seattle, WA in October 2015), non-traditional students (held at the Kent Manor Inn in Stevensville, MD in August 2015), and loan servicing (held in Harrisburg, PA in August 2016). PNPI also sponsored a general issues Boot Camp (held at Kent Manor in Stevensville, MD in June 2016) and a federal postsecondary data primer (held at the Airlie Center in Warrenton, VA in April 2017). All prior PNPI trips have been approved by the Ethics Committee.

18. Reason for selecting the location of the event or trip.

The state of Texas is a leader in the use of postsecondary data to advance student outcomes at the state, system, and institutional levels. As the capital of Texas, Austin is home to key state and system-wide offices as well as a number of institutions of higher education currently leveraging date to improve student outcomes. Our visit to Texas will include meetings with the Texas Higher Education Coordinating Board and leadership at the University of Texas System offices and include site visits to the University of Texas at Austin and Austin Community College.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first-class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary.

Staff will fly coach from DCA to AUS on Southwest Airlines on August 21, 2017 and from AUS to DCA on Southwest Airlines on August 24, 2017. A coach class shuttle will be used to transport staff to meetings and site visits once we are on the ground in Austin.

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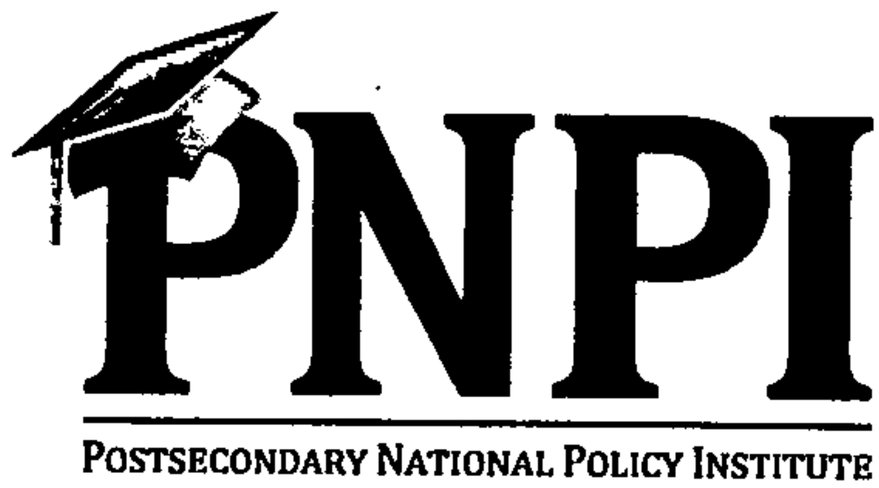

July 10, 2017

Dear Karishma Merchant,

We are writing to invite you to participate in the Postsecondary National Policy Institute's (PNPI) *Postsecondary Data Seminar: States, Systems, and Institutions*, August 21-24, 2017 in Austin, TX.

This seminar is designed to extend your knowledge of how states, systems, and institutions collect, house, maintain, and use postsecondary data. It will also introduce you to postsecondary data exchanges across states. Finally, it will deepen your understanding of the types of data relationships that do and could exist between the federal government, states, state systems, and institutions of higher education.

PNPI fully complies both with the rules enacted by the United States Senate and with the provisions contained in S.1 (P.L. 110-81) as they relate to privately-funded travel of Congressional staff. Included with this invitation are all the forms necessary for Ethics rules compliance.

By Friday, July 21, 2017, you must submit the following forms and documents directly with the Ethics Committee in Hart 220:

- A copy of this PNPI invitation;
- A completed Private Sponsor Travel Certification Form with all attachments, including a Senate invitee list;
- An itinerary and agenda; and
- A completed and signed Employee Pre-Travel Authorization Form.

After receiving the completed travel package, the Ethics Committee will review the package and issue an approval for travel to you or your sponsoring Member. The Ethics Committee advises all Senate employees to maintain copies of all submitted forms for their own records. After the seminar, we will provide you with a post-travel form that you will need to complete and submit to the Ethics Committee.

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Even if you are unsure you will be able to attend the seminar, please submit the paperwork so you will have the option to participate. **Paperwork submitted to the Ethics Committee after the deadline will not be considered.** For planning purposes, **PNPI must receive your RSVP no later than July 17.** Please send your RSVP directly to Jared Bass at bass@pnpi.org.

Attendance is by invitation only, with no outside observers or lobbyists. Funding is provided solely by grants from established foundations. No government, individual, foreign, corporate or special interest money is accepted. The foundations supporting PNPI are the Bill and Melinda Gates Foundation and the Lumina Foundation. PNPI maintains autonomy over the agenda, invitations and materials provided before and after the seminar.

We will depart for Austin on Monday, August 21 at 5:05 PM EST from Reagan National Airport (DCA) and return to DCA on Thursday, August 24 at 4:15 PM EST. The program will begin at the Hilton Garden Inn in Austin, TX on Tuesday, August 22 at 9:00 AM CST and will conclude on Wednesday, August 23 at 8:00 PM CST. If you have any questions about the seminar, please do not hesitate to email or call us directly.

PNPI's *Postsecondary Data Seminar: States, Systems, and Institutions* promises to be both educational and productive. We look forward to your participation!

Sincerely,

MaryEllen McGuire, President
Postsecondary National Policy Institute (PNPI)
mcguire@pnpi.org
202-841-7359

Jared Bass, Federal Director
Postsecondary National Policy Institute (PNPI)
bass@pnpi.org
215-285-8347

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PNPI

POSTSECONDARY NATIONAL POLICY INSTITUTE

Postsecondary Data Seminar: States, Systems, and Institutions

Monday, August 21 - Thursday, August 24
Austin, Texas

SEMINAR GOALS

Introduce staff to, and extend their knowledge of, how states and state systems collect, house, maintain and use postsecondary data.
Introduce staff to data linkages across states and state agencies.
Introduce staff to, and extend their knowledge of, how institutions of higher education (IHEs) collect, house, maintain and use postsecondary data.
Introduce staff to the types of data relationships that do and could exist between states, state systems and IHEs.

AGENDA

Monday, August 21

4:00 PM	**Arrive & Check-In Reagan National Airport (DCA)** Dinner provided at the airport.
5:05 PM	**Depart Reagan National Airport (DCA)** **Southwest Airlines Flight # 265**
7:25 PM	**Arrive Austin, TX**
8:30 PM	**Check-In: Hilton Garden Inn, Austin, TX**

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Tuesday, August 22

8:00 AM-9:00 AM **Breakfast**
Hilton Garden Inn

9:00 AM-10:30 AM **Welcome & A Data State of the States**
Hilton Garden Inn

Speakers:
Dr. Christina Whitfield, Associate Vice President, State Higher Education Executive Officers Association
Rachel Zinn, Director, Workforce Data Quality Campaign

Questions for Discussion:

- *What are the various types of state postsecondary data systems?*
  How are these systems created?
  What are the distinguishing features of these systems?
- *How have states used these systems?*
  What are the limitations of these systems? What are their strengths?
  What are some commonalities for state use of these systems?
  What states are leaders in postsecondary data collection?
  What are some best practices for the creation, use, and governance of these systems?
  How are these systems funded?

10:30 AM-10:45 AM **Break**

10:45 AM-12:15 PM **State to State Data Exchanges**
Hilton Garden Inn

Speakers:
Iris Palmer, Senior Policy Analyst, New America
Patrick Lane, Project Manager, Western Interstate Commission for Higher Education

Questions for Discussion:

- *What is a state to state exchange?*
  What questions can these exchanges answer that a standalone system cannot?
  How are these systems maintained?
  What obstacles must be overcome in order to create such exchanges?
  What is the Multistate Longitudinal Data Exchange?
  Why is such an exchange necessary?
  What are the challenges of such an exchange?
  What are its limitations?
  Can a state to state exchange replace the need for a federal data system?

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12:15 PM-12:30 PM	**Break**
12:30 PM-2:00 PM	**Lunch & Travel to the Texas Higher Education Coordinating Board** Staff will stop for 60 minutes for lunch on the way to the Texas Higher Education Coordinating Board.
2:00 PM-3:30 PM	**Overview of Texas Postsecondary Data System, Texas Higher Education Coordinating Board Offices**

Speakers:
Dr. Raymund A. Paredes, Commissioner, Texas Higher Education Coordinating Board
Dr. David Gardner, Deputy Commissioner for Academic Planning and Policy, Texas Higher Education Coordinating Board
Dr. Julie Eklund, Assistant Commissioner for the Strategic Planning and Funding Division, Texas Higher Education Coordinating Board

Questions for Discussion:

- What systems comprise the Texas data landscape?
  What is the Texas P-16 Public Education Information Resource (TPEIR)?
  How and why was this system created?
  How is the system funded?
  How is the exchange of information governed?
  How has this system or other state based data systems impacted or improved postsecondary education in the state of Texas?
  What is the Texas Higher Education Accountability System? What role does postsecondary data play in that system?

3:30 PM- 4:00 PM	**Travel to University of Texas System Offices**
4:00 PM-5:30 PM	**A System-Wide Approach to Data, University of Texas System Offices**

Speakers:
Dr. Stephanie A. Bond Huie, Vice Chancellor, University of Texas System
Dr. David Troutman, Associate Vice Chancellor for Institutional Research and Decision Support, University of Texas System

Questions for Discussion:

How does the University of Texas System use postsecondary data?
What is seekUT?
What is the UT system Dashboard? How does the dashboard help improve postsecondary outcomes for Texans?

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5:30 PM-6:00 PM **Travel to Dinner**

6:00 PM-8:00 PM **Working Dinner & Wrap Up/Travel back to Hotel**

Facilitators:
MaryEllen McGuire, President, PNPI
Jared Bass, Federal Director, PNPI

Discussion Questions:

What have you learned about state and system postsecondary data systems?

- *What further questions do you have regarding postsecondary data systems at the state and system levels?*
- *What did you learn about Texas' approach to postsecondary data?*

How did this approach differ from what you learned about other state data systems?

Wednesday, August 23

8:00 AM-9:00 AM **Breakfast, Hilton Garden Inn**
Hilton Garden Inn

9:00 AM-10:30 AM **Institutional Approaches to Postsecondary Data,**
Hilton Garden Inn

Speakers:
Manuela Ekowo, Policy Analyst, New America
Dr. Mark Becker, President, Georgia State University
Dr. Jose Luis Cruz, President, Lehman College
Dr. David Laude, Senior Vice Provost for Strategic Initiatives, University of Texas at Austin

Questions for Discussion:

How are institutions using data to improve postsecondary education?

- *What are predictive analytics?*
- *What are the benefits and limitations of using predictive analytics?*

What are some of the challenges associated with an institutional focus on "big data?"
How are institutions addressing and protecting student privacy in the use of postsecondary data tools?
Are there any best practices associated with the creation, maintenance, and use of data at the institutional level? How are these approaches funded?

10:30 AM-11:00 AM **Travel to University of Texas at Austin (UT Austin)**

11:00 AM-11:15 AM **Welcome from UT Austin President and Provost, UT Austin**
President Gregory Fenves and Provost Maurie McInnis

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11:15 AM- 12:45 PM **Overview of Postsecondary Data Usage at UT Austin, UT Austin**

Speakers:
Dr. Tara O'Neil, Director, Office of Enrollment Analytics, University of Texas at Austin
Dr. Jamie Pennebaker, Executive Director, Project 2021, University of Texas at Austin
Dr. Celeste Alexander, Director, Texas Education Research Center, University of Texas at Austin
Carolyn Connerat, Associate Vice Provost for Student Success Initiatives, University of Texas at Austin

Questions for Discussion:

- *How does UT Austin use postsecondary data?*
  How is the data collected and maintained?
- *How does UT Austin address student privacy and data security concerns?*
  What changes have occurred as a result of UT Austin's use of predictive analytics?
  What are some of the experiences of students who have been impacted by predictive analytics or other data driven postsecondary interventions? How do students respond to these interventions?
  What is the Education Research Center, and how does UT Austin use this center to facilitate postsecondary research?

12:45 PM-1:00 PM **Travel to Lunch**

1:00 PM-2:00 PM **Working Lunch with Students & Faculty, UT Austin**

Speakers:
Students and Faculty selected by UT Austin

Questions for Discussion:

- *What do you know about UT Austin's data collection efforts? Are you aware of what student level data they are collecting?*
  Do you actively worry about the privacy and security of your data?
  How have you been personally impacted by predictive analytics or other data driven postsecondary interventions at UT? Are they a good or bad thing?

2:00 PM-3:00 PM **Wrap Up Discussion & Farewell**

Questions for Discussion:

How might the federal government further support the work of institutions like UT Austin in leveraging data to improve programming and student outcomes?
If there was one key takeaway from the work of UT Austin with postsecondary data, what would it be?
What additional questions do Congressional staff have about UT Austin and postsecondary data?

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3:00 PM-3:30 PM **Travel to Austin Community College (ACC)**

3:30 PM- 4:30 PM **Overview of Postsecondary Data Usage at Austin Community College, ACC**

Speakers:
Dr. Virginia Fraire, Vice President, Student Services, Austin Community College & other representatives from Austin Community College

Questions for Discussion:

How does Austin Community College use postsecondary data?
How is the data collected and maintained?
What is DegreeMap?
How does ACC address student privacy concerns?
How does ACC address security concerns?
What changes have occurred as a result of DegreeMap?
What is the Direct to College Achievement Plan?
How does ACC leverage partnerships with businesses and others to achieve its goals?

4:30 PM- 5:30 PM **ACC Student Panel**

Speakers:
Students selected by ACC

Questions for Discussion:

- *What do you know about ACC's data collection efforts? Are you aware of what student level data they are collecting?*
  Do you actively worry about the privacy and security of your data?
  Have you personally been impacted by DegreeMap? If so, how?

5:30 PM-6:00 PM **Wrap Up & Farewell**

Questions for Discussion:

- *How might the federal government further support the work of institutions like ACC in leveraging data to improve programming and student outcomes?*
  If there is one key takeaway from the work of ACC with postsecondary data, what would it be?
  What additional questions do Congressional staff have about ACC and postsecondary data?

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6:00 PM- 6:30 PM	**Travel to Dinner**
6:30 PM-8:30 PM	**Working Dinner & Wrap-Up Discussion/Travel back to Hotel**

Facilitators:
MaryEllen McGuire, President, PNPI
Jared Bass, Federal Director, PNPI

Discussion Questions:

What have you learned about institutions' use of postsecondary data systems?
What further questions do you have about data use at institutions?
What did you learn about UT Austin and ACC's approaches to postsecondary data?
How did their approaches differ from the institutions we heard from at the start of our day?
What follow up programming might you be interested in regarding states, systems or institutions and data?

Thursday, August 24

8:00 AM–9:00 AM	**Breakfast, Hilton Garden Inn**
9:00 AM-9:30 AM	**Check-out & Depart for Austin Airport**
11:00 AM-12:00 PM	**Lunch at the Airport**
12:05 PM	**Depart Austin, Texas for Washington DC (DCA) Flight # 1685**
4:15 PM	**Arrive Washington D.C. (DCA)**

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