

## AIU FAQ Updated April 1, 2018

### What is the Annual Institutional Update?

The Annual Institutional Update, or AIU, replaces the Institutional Profile (IP) as the Commission's primary means of collecting our members' institutional characteristics (key institutional contacts, locations, Carnegie classification, etc.), enrollment, financial, and "student achievement" (including graduation, loan repayment, and default rates) information.

It is also the means whereby an institution can opt to provide "contextual" information to clarify what might otherwise appear to be a negative or adverse trend (e.g. single-digit graduation rates over an extended period; shrinking fund balance). An overview of the AIU as presented at recent MSCHE Town Hall meetings can be found [here](#).

### Who should be involved in identifying and gathering the AIU information?

*The Commission strongly recommends that this question be considered first by the institution's senior administration.* This recommendation is based on the fact that a peer review of AIU information, including any optional "contextual elements" will constitute, for the majority of MSCHE institutions, the entire body of "evidence" examined during the Mid-Point Peer Review (MPPR). This information will also be available to peer evaluators during any accreditation review. More information on the MPPR can be found [here](#).

### How will this information be used by the Commission?

The MSCHE staff will review five-year trends annually looking for anomalies that may require outreach to the institution. A formal review of information collected during the AIU will be conducted by peer evaluators during the MPPR. The information collected during the AIU will also be available to peer evaluators and the Commission during any accreditation review.

### What are the data elements and source(s)?

The AIU Data Dictionary containing all elements can be found [here](#). Almost all of the AIU data elements will be *pre-populated* by MSCHE staff as an upload of the most recent IPEDS information (in this case the 2015-2016 academic year). Therefore, any institution completing IPEDS will have minimal "by-hand entries." Institutions not currently completing IPEDS will be required to enter all data elements each year.

### Where will the AIU be sent?

All information pertaining to the AIU will be sent electronically to both the President and the Accreditation Liaison Officer (ALO). The ALO is the individual responsible for ensuring that the AIU is completed on time.

### When will the AIU data-gathering process begin?

*For 2018 only*, the AIU will open August 27<sup>th</sup> and remain open through September 28<sup>th</sup>. Beginning in 2019, the AIU will open in the spring and remain open for approximately four weeks.

### How best to prepare for the AIU?

## **AIU FAQ Updated April 1, 2018**

Each institution will need to determine its approach to preparing for the AIU but should consider the following:

1. At the outset, engage the Senior Administration to provide guidance as to whether and which optional data elements and uploads will be identified for inclusion and review by peers.
2. Review the AIU Data Dictionary, identifying the individuals/units who will be involved in completing the AIU.
3. Where necessary calculate those data elements that cannot be imported from IPEDS.

### **Will there be additional training and/or information sessions prior to AIU launch?**

Yes. This FAQ will be regularly updated as we receive and review questions from institutions. Training and additional information will be provided for institutional representatives as we get closer to the AIU launch.

### **Where do I go if I have questions at this time?**

Any questions about the AIU should be directed to [research@msche.org](mailto:research@msche.org) . In addition, this FAQ will be expanded as needed to provide additional information.