COLORADOSCHOOLofMINES
EARTH ● ENERGY ● ENVIRONMENT

Ethnicity and Race Collection – May 27, 2009

The collection, storing and reporting of race and ethnicity has changed in higher education. This was mandated by the U.S. Department of Education on October 19, 2007. Full implementation is required during the 2009-10 academic year. This change applies to all populations on campus including faculty, staff, and students. The policy from the US Department of Education is below. Also included is an explanation of how CSM has implemented these changes. Please feel free to contact Tricia Douthit (x3383) about any questions or concerns.

Changes in Ethnicity Coding for Employees and Students
U.S. Department of Education
Published October 19, 2007 – Federal Register

Required
Institutions will be required to 1) use a two-question format when collecting race/ethnic data, 2) allow students and employees to select one or more of five races, 3) maintain detailed information on student and employee responses for at least three years (or until completion of any legal action involving these records), 4) collect data from students and employees who enter the institution from fall 2010 and later using the two-question format, and 5) begin IPEDS reporting using the new race/ethnicity categories for Fall Enrollment and Human Resources in the 2010-2011 collection year and all relevant components in the 2011-12 collection year.

Recommended
Institutions are encouraged to allow current students and employees to re-identify their race/ethnicity using the new standards, and to begin IPEDS reporting using the new race/ethnicity categories for all relevant components in the 2008-09 collection year. Institutions must implement the requirements by the fall of 2010 to report data for the 2010-2011 school year. To comply with the final guidelines, institutions may have to revise their admissions, employment and registration forms, change data storage and retrieval software, and modify reports and analyses.

Details
Collection of Data: By the fall of 2010, institutions will be required to collect data from students and employees using a two-question format.

The first question asks whether the respondent is Hispanic or Latino or is Not Hispanic or Latino. The term, "Spanish origin," may be used in addition to "Hispanic or Latino." The term Hispanic or Latino is defined as a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The second question asks the respondent to select one or more races from the following five racial groups:

   * American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains a tribal affiliation or community attachment.
   * Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

* Black or African American: A person having origins in any of the black racial groups of Africa.
      * Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
      * White: A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

Note: Institutions may collect additional information regarding sub-categories within these categories, such as specific Asian groups, tribal affiliation, or Latino origin, as long as they may be summed into the approved federal classification categories. Institutions must not use a multi-race category in collecting the data from individuals.

Colorado School of Mines
Ethnicity Collection

What is required to be collected on any forms:

   1. Are you Hispanic/Latino? Yes/No
   2. Select one or more:
        a. American Indian or Alaska Native
        b. Asian
        c. Black or African American
        d. Native Hawaiian or Other Pacific Islander
        e. White
Notes:
   * Must be in that order – Hispanic first
   * Must be two separate questions
   * Must say "Select one or more"
   * Must allow multiple responses
   * If the person doesn't check any, they are considered a non-response.
   * Cannot include "Other" or "Refuse to reply"
   * Are supposed to be asked of non-citizens too.
   * Races do not need to be in alpha order. IPEDS recommends order from lowest to highest frequency.

What we must store per CDHE/IPEDS:

   * The full detail of this response will be stored in Banner and the Operational Data Store.

What Institutional Research will report:

   * If not a citizen or permanent resident, report "Non-Resident Alien"
   * If "yes" to Hispanic/Latino, report "Hispanic"
   * If "yes" to any two or more races, report "Multiple Races"
   * If they do not answer either question, report "unknown"
   * Report the one race they have selected