

Attachment 25:  
BUILD Institutional Records &  
Program Data Requests

Public reporting burden for this collection of information is estimated to average 16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. **An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.** Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-xxxx\*). Do not return the completed form to this address.

### BUILD Student IR Data (2015-2019)

***Initial request – these items requested one time only for each entering freshman cohort (1-1 records; i.e., one case for each student)***

*Sample: Entire incoming cohort (entire cohort will provide census coverage for these items, which will fill in holes from survey non-response)*

Student ID  
Name  
Sex  
Race/Ethnicity  
Name of high school  
Zip code of high school  
Zip code of permanent address  
SAT Math score  
SAT Verbal score  
ACT Math score  
ACT composite score  
High School GPA  
Pell grant status  
Disability status (if available)

***Annual Request (1-1 records; i.e., several cases – multiple terms – for each student; each line of data represents an academic term)***

*Sample: BUILD students (however defined) and comparison group identified based on data from initial request and HERI Freshman Survey*

Academic term  
Sex  
Student ID  
Enrollment status (full-time, part-time, not enrolled)  
Current major  
Completed units/credits  
Class standing  
Cumulative GPA

Degree earned\*  
Degree field\*

***Annual Request (many-1 records; i.e., multiple cases – multiple classes – for each student; each line of data represents a course in which a student enrolled)***

*Sample: BUILD students (however defined) and comparison group identified based on data from initial request and HERI Freshman Survey*

*Science courses:*

Course ID  
Student ID  
Course title  
Number of units  
Grade  
Term enrolled

***Annual Request (1-1 records; i.e., one case for each student)***

*Sample: Annual cohort of transfer students – get this information once for each entering cohort of transfers*

Student ID  
Sex  
Race/Ethnicity  
Name of high school  
Zip code of high school  
Zip code of permanent address  
Transfer status  
Previous institution attended (if transferred)  
SAT Math score  
SAT Verbal score  
ACT Math score  
ACT composite score  
High School GPA  
Pell grant status  
Disability status (if available)

***Annual request to BUILD program (rosters)***

Rosters of students who have participated in BUILD-sponsored activities (e.g., mentoring workshops, workshops on conducting research, graduate school preparation workshops)

\*these may actually constitute a separate database depending on how an institution tracks this information, and we may want to decide whether we need this every year or when precisely (i.e., just for the cohort starting in 2015) we want/need the degree information from the IR/registrar office.

**BUILD Faculty IR Data (2015-2019)**

***Initial request – these items requested one time only for science faculty; annual requests for any new hires made (1-1 records; i.e., one case for each faculty)***

*Sample: All science faculty employed by the institution in spring 2016*

Name  
Employee ID  
Race/ethnicity  
Sex  
Academic rank  
Department affiliation  
Hire date  
Administrative position (e.g., chair, dean)  
Last sabbatical date  
Email

***Annual request – courses taught (1-many records; multiple cases – multiple classes – for each faculty; each line of data represents a course the faculty member taught)***

*Sample: All BUILD faculty and comparison group of non-BUILD science faculty*

Employee ID  
Course title  
Number of units  
Total student enrolled  
Type of course (general education, remedial, major requirement, graduate)  
Term taught

***Annual request – research grants (1-many records; multiple cases – multiple grants – for each faculty; each line of data represents a grant)***

*Sample: All BUILD faculty and comparison group of non-BUILD science faculty*

Employee ID  
Funder  
Date of initial award  
Amount of total award  
Title of award

***Annual request – dissertation/thesis service (1-many records; multiple cases – multiple committees – for each faculty; each line of data represents a dissertation/thesis committee on which the faculty member served)***

*Sample: All BUILD faculty and comparison group of non-BUILD science faculty*

Employee ID  
Type of committee (master's thesis, dissertation)  
Role on committee (chair, member)  
Title of manuscript  
Name of author  
Date of final oral defense

**BUILD Course-Level Data (2015-2019)**

***Annual request – aggregate course data (20 sciences courses per term identified by the CEC and BUILD site; track changes in course enrollment and grade distribution over time)***

Course number

Course title

Total enrollment

Percent female

Percent Pell

Percent of students by race/ethnicity

Final grade distribution (A, B, C, D, F, W, with +/- if applicable)

***Annual request to BUILD program (rosters)***

Rosters of faculty who have participated in BUILD-sponsored activities (e.g., mentoring workshops, teaching workshops, workshops on cultural responsiveness, workshops on conducting research)

- Faculty participation in BUILD
  - Employee ID
    - Recipients of BUILD specific funding (CHECK ALL THAT APPLY + AMOUNT)
      - Curriculum developer
      - Workshop developer
      - Workshop facilitator
      - Internal grant for research (pilot project)
      - Travel funds
      - Sabbatical leave
    - Participation in BUILD Faculty Development Activities (specific to this institution – forthcoming) (CHECK ALL THAT APPLY + HOURS)
      - Workshops on Teaching
      - Workshops on Cultural Responsiveness
      - Workshops on Conducting Research
      - Workshops on Mentoring
        - As mentor
        - As mentee