DATA DICTIONARY

STUDENT GROUP 1.0
Revisions

<table>
<thead>
<tr>
<th>Change reference</th>
<th>Date</th>
<th>Version</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original document</td>
<td>12/29/2021</td>
<td>1.0</td>
</tr>
</tbody>
</table>

Contacts

Data Services

dataservices@sbctc.edu
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## Table Description

The STUDENT_GROUP table contains the available student group information from ctcLink Campus Solutions for each student enrolled during the term and included in the SBCTC Data Warehouse. This table contains the ctcLink student group values associated to the student. Student group identifies a group of students by demographic, program and/or enrollment information.

The Data Warehouse process translates the Effective Dated value into a STRM value for snapshot and reporting purposes.

## Data Elements

### EMPLID (PK)

**Data Type:** Text  
**Size:** 11  
**Definition:** The PeopleSoft unique identifier assigned to each student and employee. The same EMPLID is used across all pillars and all institutions for each student/employee. The same EMPLID is used whether the student is an employee or student or both.

**Data Classification:** Category 3  
**PeopleSoft Source:** CS.EMPLID

### DW_KEY

**Data Type:** Text  
**Size:** 10  
**Definition:** The Data Warehouse system-wide unique identifier assigned to each student. This field is used to track students longitudinally across all colleges. This field is used across all student related tables in the Data Warehouse and is not college specific.

**Data Classification:** Category 3  
**PeopleSoft Source:** DW_KEY is retrieved based on available student identifiers in the following order: CS.EMPLID, SID, and SSN. If no identifier is found to exist in the Data Warehouse, a new DW_KEY is created.

**Examples of Use:** A system identifier and the primary key on many tables. Used for system unduplicated headcounts.
COLLEGE
Data Type: Text
Size: 3
Definition: A three-digit code used to identify each community or technical college in the state of Washington. College codes begin with the two-digit district code.
History: Pierce District split into two colleges in 2001-02.
Data Classification: Category 2
Legacy Source: SMIS.COLLEGE
PeopleSoft Source: The last three characters of CS.INSTITUTION.
Lookup/Crosswalk: LOOKUP.DW_REF_ENR.COLLEGE_MASTER

STRM (PK)
Data Type: Text
Size: 4
Definition: A ctcLink variable that indicates the academic year and term. STRM stands for Session Term. The academic year begins with summer quarter and ends with spring quarter. The first character represents the millennium. The second and third characters represent the 2-digit calendar year and the last character represents the term (or quarter).
Data Classification: Category 2
PeopleSoft Source: CS.PS_STNDT_ENRL
Lookup/Crosswalk: LOOKUP.DW_REF_ENR.YRQ_CONVERT
Example Valid Values:

<table>
<thead>
<tr>
<th>Values</th>
<th>Value Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>2197</td>
<td>Fall Quarter 2019</td>
</tr>
<tr>
<td>2201</td>
<td>Winter Quarter 2020</td>
</tr>
<tr>
<td>2213</td>
<td>Spring Quarter 2021</td>
</tr>
<tr>
<td>2225</td>
<td>Summer Quarter 2022</td>
</tr>
</tbody>
</table>

LEGACY_YRQ
Data Type: Text
Size: 4
Definition: The concatenation of YEAR and QUARTER. The first three characters are the YEAR, and the last character is the QUARTER.
Data Classification: Category 2
Legacy Source: SMIS.MIS-STU-D.YRQ
PeopleSoft Source: CS.STRM converted to the legacy YRQ code.
Lookup/Crosswalk: LOOKUP.DW_REF_ENR.YRQ_CONVERT
**LEGACY_YEAR**

**Data Type:** Text  
**Size:** 3  
**Definition:** A three-character field identifying the academic year. The academic year begins with summer quarter and ends with spring quarter.

**Data Classification:** Category 2  
**PeopleSoft Source:** Derived from first three characters of CS.PS_ITEM_SF.ACCOUNT_TERM and converted to the legacy year code.

**Lookup/Crosswalk:** LOOKUP.DW_REF_ENR.YRQ_CONVERT

<table>
<thead>
<tr>
<th>Values</th>
<th>Value Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>990</td>
<td>1999-2000</td>
</tr>
<tr>
<td>A01</td>
<td>2000-2001</td>
</tr>
<tr>
<td>B01</td>
<td>2010-2011</td>
</tr>
<tr>
<td>C01</td>
<td>2020-2021</td>
</tr>
</tbody>
</table>

**LEGACY_QUARTER**

**Data Type:** Text  
**Size:** 1  
**Definition:** A one-character code identifying the specific quarter of the enrollment. The academic year begins with summer quarter and ends with spring quarter.

**Data Classification:** Category 2  
**PeopleSoft Source:** Derived from the fourth character of CS.PS_ITEM_SF.ACCOUNT_TERM and converted to the legacy quarter code.

**Lookup/Crosswalk:** LOOKUP.DW_REF_ENR.YRQ_CONVERT

<table>
<thead>
<tr>
<th>Values</th>
<th>Value Descriptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Summer</td>
</tr>
<tr>
<td>2</td>
<td>Fall</td>
</tr>
<tr>
<td>3</td>
<td>Winter</td>
</tr>
<tr>
<td>4</td>
<td>Spring</td>
</tr>
</tbody>
</table>
**STUDENT_GROUP**

**Data Type:** Text

**Size:** 4

Definition: A four-character code identifying a group of students by demographic, program and/or enrollment information for reporting purposes. Student Groups starting with “S” are created by SBCTC and used for state-level reporting. Other student groups are “manually assigned” by college staff.

See the [SBCTC Coding Manual](#) for additional information related to the “S” student groups including their definition and indication of mass assigned or manually assigned.

**Data Classification:** Category 2

**PeopleSoft Source:** SYSADM_CS.PS_STDNT_GROUP_GGVW.STUDENT_GROUP

**Lookup/Crosswalk:** SYSADM_CS.PS_STDNT_GROUP_TBL
Appendix A: Data Classification Appendix

Each data element in the Data Warehouse is associated with a category classification that indicates the method of which to use and store the data.

For more information, see the Data Classification brief.

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1</td>
<td><strong>Public Information</strong> SBCTC does not consider any Data Warehouse data to be category 1. SBCTC does not release data to the public unless specifically requested. The release of public information is reserved for the college’s discretion based upon their FERPA directory information policies.</td>
</tr>
<tr>
<td>Category 2</td>
<td><strong>Sensitive Information</strong> Student related information that is considered “directory information” under FERPA and is generally not considered harmful or to be an invasion of privacy if released. This information can be disclosed to outside organizations with the student’s prior consent. This is information that would be released during a public records request of Data Warehouse data.</td>
</tr>
<tr>
<td>Category 3</td>
<td><strong>Confidential Information</strong> Enrollment information protected under FERPA, personnel and financial data. Category 3 includes all data elements except those explicitly stated in categories 2 and 4. Category 3 data is not distributed unless governed by a contract or data sharing agreement.</td>
</tr>
<tr>
<td>Category 4</td>
<td><strong>Confidential Information requiring Special Handling</strong> Highly confidential data that is exempt from disclosure under applicable state and federal laws such as personally identifiable data protected under FERPA. Category 4 data is information whose unauthorized use, access, disclosure, acquisition, modification, loss, or deletion could result in severe damage to SBCTC or colleges, students, employees or customers. This information has limited use per specific state and federal laws.</td>
</tr>
</tbody>
</table>