

Cradle-to-Career Community Engagement Advisory Board

Staff Report

Date Report Issued: March 27, 2026
Attention: Members of Community Engagement Advisory Board
Subject: **Presentation on and Discussion of the California Cradle-to-Career Data System Data Dictionary (Agenda Item Five)**
Staff Contact: Ryan Estrellado, Director of Data Programs

At this meeting, the Community Engagement Advisory Board (CEAB) will review and give input on the Office of California Cradle-to-Career Data System's (Office) ongoing work on a data dictionary re-design. This staff report is broken down into two main parts, section one, an overview of a key design principle for the new data dictionary, and section two, member feedback.

Requested Action:

The Office is requesting written feedback on this agenda item from Advisory Board members.

Background:

The Office heard feedback about how the data documentation is displayed on the California Cradle-to-Career Data System (C2C) website, and we listened. We have begun work to re-design the [data points archive webpage](#). An updated data dictionary will allow all users of the website to access a resource that allows them to get information relevant to their needs.

Section One: Data Dictionary Tiers

Section One, Part A: Tier 1 Audience (new to data or the general public)

Tier 1 will serve as a way for the general public and casual users of the C2C website to get descriptive information about all data elements and providers housed in the data system.

Columns of information will include:

- ❖ Content area
- ❖ Data provider
- ❖ Data element
- ❖ Description
- ❖ Usage
- ❖ Data system progress

Section One, Part B: Tier 2 Audience (advanced users)

Tier 2 will include all information contained in tier 1, and add relevant information for users of the website who need more.

Columns of information will include:

- ❖ Everything from tier 1, plus ...
- ❖ Table
- ❖ Example values
- ❖ First year available
- ❖ Most recent year available
- ❖ Governance requirements
- ❖ Notes
- ❖ A date of update

Section Two, Part A: Request for Member Feedback

During the CEAB meeting, Advisory Board members will have the opportunity to share written and verbal input on these in-depth questions:

Section Two, Part B: Feedback on Readme

Please reference: Readme in Attachment A

1. What information stuck out to you as useful in the Readme file? What feels like it is missing?
2. Is the Readme file written in plain language, or are there areas where the readme file relies on jargon?
3. If a member of the public opened this readme file would they know where to start?

Section Two, Part C: Feedback on Prototype

Please reference: Prototype in Attachment B

4. With no technical background, are there areas of the tier 1 data dictionary that may be intimidating or confusing for users?

Section Two, Part D: Feedback on Data Dictionaries

5. Think about the last time you used a data dictionary. What were you looking for? What made it easy or hard to find?

Attachment A: Readme Prototype (Not the Final Product)

This is an example Readme file for a data dictionary. Please review this table as a prototype as you are providing your answers to the question in Section Two, Part B.

		<p>This file is separated into two tiers:</p> <p>Tier 1 provides basic information about the data elements housed in the C2C data system.</p> <p>Tier 2 provides more in-depth information about data elements housed in the data system.</p> <p>About this file:</p>
Tier 1		
Tier 1 Column A	Content Area	<p>Early Education Experiences, Employment Variables, K-12 Experiences, K-12 Institutions, Postsecondary Experiences, Postsecondary Experiences, Financial Aid Experiences, Postsecondary Institutions, Social Service Experiences, Student Characteristics, Teacher Variables, Workforce Participant</p>

		Characteristics, Workforce Training Experiences
Tier 1 Column B	Data Provider	The data provider that shares this information with C2C
Tier 1 Column C	Data Element	The name of the data element
Tier 1 Column D	Description	The description or definition of the data element
Tier 1 Column E	Usage	C2C products that use the data element
Tier 1 Column F	Data System Progress	The progress of the data element in the C2C data system: coming soon, pre-validation, validation, in data system
Tier 2		
Tier 2 Column A	Content Area	Early Education Experiences, Employment Variables, K-12 Experiences, K-12 Institutions, Postsecondary Experiences, Postsecondary Experiences, Financial Aid Experiences, Postsecondary Institutions, Social Service Experiences,

		Student Characteristics, Teacher Variables, Workforce Participant Characteristics, Workforce Training Experiences
Tier 2 Column B	Table	The table the data element is stored in
Tier 2 Column C	Data Provider	The data provider that shares this information with C2C
Tier 2 Column D	Data Element	The name of the data element
Tier 2 Column E	Description	The description or definition of the data element
Tier 2 Column F	Example Values	Example of valid values of the data element
Tier 2 Column G	First Year Available	The first year the data element is available
Tier 2 Column H	Most Recent Year Available	The most recent year that the data element is available
Tier 2 Column I	Governance Requirement	Whether data is available to request through the researcher request tool
Tier 2 Column J	Usage	C2C products that use the data element

Tier 2 Column K	Data System Progress	The progress of the data element in the C2C data system: coming soon, pre-validation, validation, in data system
Tier 2 Column L	Notes	Technical notations about the data element
Tier 2 Column M	Updated	The date this data element was updated in this data dictionary

Attachment B: Data Dictionary Prototype (Not the Final Product)

These are example data dictionary table rows. Please review these tables as prototypes as you are providing your answers to the questions in Section Two, Part C.

Tier 1:

Content area	Data Provider	Data Element	Description	Usage	Data System Progress
Postsecondary Experiences	UC	Enrolled in college	Whether the individual enrolled in college	Dashboards, Query Builder	In data system
Postsecondary Experiences	CSU	Enrolled in college	Whether the individual enrolled in college	Dashboards, Query Builder	In data system
Postsecondary Experiences	CCC	Enrolled in college	Whether the individual enrolled in college	Dashboards, Query Builder	In data system

Tier 2 (everything in tier 1, plus columns below):

Table	Example Values	First Year Available	Most Recent Year Available	Governance Requirement	Notes	Updated
Enrollment	Did not enroll in college Enrolled in college Not reported	1999/2000	2023/2024	Yes		
Enrollment	Did not enroll in college Enrolled in college Not reported	2009/2010	2023/2024	Yes		
Enrollment	Did not enroll in college Enrolled in college Not reported	2009/2010	2023/2024	Yes		