

Program Review Data Definitions¹

Year – Summer is the leading term in generating information (for example, 2006-2007 consists of Summer 2006, Fall 2006, and Spring 2007). It is necessary to define year in this way to ensure consistency with official reports to the state, which are based on this configuration.

Student Credit Hours – Refers to the number of student credit hours delivered by the program. Total student credit hour production is provided. Data are also presented broken out by a variety of categories as defined below.

Campus – Refers to whether a course was delivered on or off campus.

Level – Refers to whether a course is undergraduate or graduate. Courses numbered 500 and higher are considered graduate courses.

Course Level – This category provides information on the student credit hours generated by course level as follows:

Lower – 100 and 200 level courses

Upper – 300 and 400 level courses

Grad I – 500 and 600 level courses

Grad II – 700 and higher level courses

Less than 100 – courses numbered less than 100 (includes MATH 023, CIE, and non-credit courses)

Delivery Type – This refers to the type of course. Since Banner implementation, delivery type includes the following 9 categories:

Individual Instruction – directed studies, non-scheduled courses, thesis/dissertation, private music instruction

Experiential Learning – internship, practicum, field experience, clinical, student classroom observation, student teaching

Lab/Recitation – labs and recitation courses

Lecture – lecture courses

Seminar – seminar courses

Studio – studio courses (STO, ART, and MUS)

Research – courses coded as research

Physical Education/Recreation – courses coded as PER

Other – courses not falling into one of the above categories. If data appear in this category, it indicates a coding error since all courses should fall into one of the above categories.

Delivery type was coded into four categories prior to the implementation of BANNER. These included the following: (1) Individual instruction, (2) Experiential learning, (3) Lab/Recitation, and (4) Lecture.

Course Credit Hour Generated FTE – Using the categories described under *Student Credit Hours*, course credit hour generated FTE is calculated by the number of credit hours divided by 30. This is true for both

¹ A technical report that includes XDB and Banner codes used for each category is available upon request.

undergraduate and graduate level courses. Thirty is used as the divisor based on the state formula for calculating student FTE.

Average Class Size – Average class size is based on the headcount of enrolled students divided by the number of sections. Similar to Student Credit Hours, average class size is presented with the overall total and also by the categories described above.

Cross Listed Courses – Refers to courses where students are taught by the same instructor, in the same classroom (or online) at the same time. There are three types of cross listed courses:

Courses with the same prefix but different numbers – these include courses such as MUS 200, 400, and 600. For program review reporting, these courses are counted as one section rather than as separate sections and headcounts are summed together and assigned to the lowest level course.

Courses with same prefix and number but different section number – These have been set up for linked courses (learning communities). Cross listed pairs are counted as a single section.

Courses with different prefixes – Each prefix is counted as a separate course.

Majors – These are based on the declared major at the drop date of the last semester of enrollment during the year. Students who were undergraduates in one year who became graduate students in the same year are counted for each level (e.g., received BA/BS in Summer and started graduate program in Fall). Students who are double majors are counted in both programs. Students who change their major during the year are counted only in the last major(s) they declared. Majors are reported by total number and also in the following categories:

Campus –the campus indicated on the student's record (on or off campus). This is based on whether the program of study a student is pursuing is designated as on or off campus.

Student Level – refers to whether student is listed as a Graduate or Undergraduate student.

Degree Level – refers to the degree student is pursuing. Categories are as follows: Bachelor, Master, Specialist, Licensure, Doctoral, Non-Degree.

Demographic Diversity – Includes two categories: Gender and Race/Ethnicity.

Gender – Female or male.

Race/Ethnicity – There are two categories in the report under race/ethnicity: Minority and Non-Minority.

Minority – Any student who identifies as other than White. This includes students who indicate more than one race/ethnicity.

Non-minority – includes non-resident non-citizens, Whites, and students who did not provide a race or ethnicity.

Degrees Awarded – Calculated based on the number of degrees awarded during Summer, Fall, and Spring. Student and degree levels are the same as described under *Majors*.

Internships – Includes all courses that are coded as an internship. Campus, Level, Course Level, and Delivery Type are based on the definitions described under *Student Credit Hours*.