



Data Definitions for EKU Program Review Template

B.3.b. and c. Official data to be supplied by the Office of Institutional Research.

- **Average actual time to degree:** The average number of years it takes for a group of students graduating from a particular program, in a particular year to graduate from the institution. This is not the same as the institution's actual time to degree, it refers only to the program under review. Average actual time to degree is calculated for two populations of students – native students and transfer students. The calculation for native students includes time spent on developmental education courses but does not include the time a student was enrolled in dual credit courses. If a student stops out of school for more than two years, he or she is considered a returning student and is not counted in the calculation. The calculation for transfer students, the starting point is when the student officially transfers to your institution. Semesters included are summer, fall, and spring.

Acceptable target: Current EKU 6 year graduation rate for bachelors and associate degree candidates of 37.5%.

- **Average actual credits to degree:** The average number of credit hours earned by the group of students within the program graduating in a particular year. These credits include transfer credits and developmental education credits.

Acceptable target: Current EKU average credit to degrees of 143. Exemplary target: CPE target of 136.

B.5. and B.6. Data to be supplied by the Center for Career and Co-Operative Education and program faculty and leaders.

- **Success of program graduates:** The number and percentage of students graduating in a given year who sought and attained employment or admission to graduate /professional school within one year after graduation. For employment metrics, refer to the CPE-defined Areas of Geographic Responsibility available at http://cpe.ky.gov/NR/ronlyres/26666FAC-E86C-46BF-BE80-ED55B0CCE8DB/0/Geographic_Responsibilities_Map_20081118.pdf.
- **Pass rates on relevant exam(s):** The percentage of majors/graduates receiving a passing score on a particular licensure or certification exam in a given year. It is recognized that data may lag one or more years behind, but should be reported in the year that the data become available.

C.1. Official data to be supplied by the Office of Institutional Research.

- **Number of enrollments:** Duplicated headcount enrollments in the program over the academic year, encompassing summer, fall and spring.

Acceptable target: Undergraduate—24 and Graduate—12. Established by Deans' Council.

- **Degrees Conferred:** The number of students graduating with a given major during an academic year. An academic year encompasses August, December, and May graduation dates.

Acceptable target: Undergraduate—6 and Graduate—4-6. Established by Deans' Council.



- **Credit hour production:** Number of student credit hours produced by program faculty over the academic year, encompassing summer, fall and spring. Interdisciplinary programs that do not have permanent faculty residing in them will receive the student credit hours generated by courses with the programmatic course prefix only.

C.2. Data and interpretation to be supplied by program faculty and leaders.

- **Similar programs at other public institutions in the state:** The existence of programs at other Kentucky public institutions at the same degree level and with the same or similar CIP code. Refer to the CPE Program Inventory database available at <http://dataportal.cpe.ky.gov/AcadProg.aspx> to identify similar programs.

D.1. Official data to be supplied by the Office of Institutional Research.

- **Instructional faculty FTE:** Assigned instructional credits based upon CRN. (see FTE Faculty explanation on page 3)
- **Student credit hour per instructional faculty FTE:** Credit hours taught by program faculty in their unit, dept. or discipline, divided by the number of instructional faculty FTE of those program faculty. (see Productivity Calculation explanation on page 3)
 - Student credit hours will follow the faculty member and will be calculated at the discipline level, or program level, where possible. All student credit hours generated by a faculty member will be credited to her/his home department/discipline/program regardless of the prefix of the course. Any courses taught by faculty for the Honors Program (or any other interdisciplinary program) will be 'credited' to their home department/discipline/program.
 - Student credit hour per instructional faculty FTE will not be calculated for interdisciplinary programs that do not have permanent faculty residing in them.

See page 3 for additional ECU data definitions



Other Useful EKU Data Definitions

Faculty:

The head count of faculty with full-time faculty counted as 1 and part-time faculty counted as 1/3. So # Faculty = FT + PT/3

FTE Faculty:

“Full Time Equivalent Faculty” is composed of instructional and non-instructional components. Generally, 15 units is considered full time with a split of 12 units of instructional load and 3 units of scholarship/service (non-instructional) load. Each 3 credit hour course translates to .2 FTE Faculty since 15 units is considered a full time load.

For example, suppose Professor Jones is a full time member of the Chemistry Faculty. Professor Jones has a full teaching load of 12 credit hours for .8 Instructional FTE and conducts research for .2 Non-instructional FTE. He would be reflected as 1.0 FTE.

Instructional FTE Faculty

That portion of a faculty member’s workload assigned to course instruction. A full teaching load is 12 credit hours per semester and is .8 of an FTE Faculty since 15 units is considered 1 FTE (12/15=.8)

Non-instructional FTE Faculty

That portion of a faculty member’s workload assigned to scholarship and/or service. Typically, the non-instructional load is 3 units or .2 of an FTE Faculty.

Productivity Calculation:

The productivity calculation represents the ratio of faculty time spent in instruction and the number of student credit hours generated.

The calculation is the same for lower division, upper division, and graduate courses, however, the comparison point or target differ for the levels. A target of 300 SCHS per Instructional FTE Faculty is set for lower division courses and 240 SCHS per Instructional FTE Faculty is set for upper division courses. Masters level teaching target is 180 SCHS per semester and Doctoral level teach target is 120 SCHS per semester. The higher the number, the more students served by each Instructional FTE Faculty.

300: The 300 number is derived from the principle that a typical lower division course enrolls 25 students.

An example of 300: One instructor teaches 4 lower division classes of 3 credits each, each section enrolling 25 students.

4 (sections) X 3 (credits) X 25 students = 300 SCHS



Productivity calculation example using Instructional FTE Faculty: One instructor teaches 4 lower division classes (.8 load) of 3 credits each, each enrolling 25 students

$$((4 \times 3 \times 25 \text{ students}) / .8 \text{ (Instructional FTE)}) \times .8 \text{ (multiplier to equate to full teaching load)} = 300 \text{ SCHS}$$

240: The 240 number is derived from the principle that a typical upper division course enrolls 20 students.

Departmental Productivity Calculation Example:

Department A with 7.4 Instructional FTE Faculty produces 3435 lower division SCHS in a semester for a Productivity Calculation of 371 SCHS per Instructional FTE Faculty.

$$(3435 / 7.4) \times .8 = 371$$

Instructional FTE Faculty in Department A consists of:

Faculty Members	Full Time	Part Time	Courses	Instructional FTE
Jones	FT		4 – 3hr	.8
Smith	FT		4 – 3hr	.8
Bobbitt	FT		4 – 3hr	.8
Clark	FT		4 – 3hr	.8
Dobbins		PT	1 – 3hr	.2
Montgomery	FT		3 – 3hr	.6
Hill	FT		1 – 3hr	.2
Pepper	FT		4 – 3hr	.8
Daniel	FT		4 – 3hr	.8
Williams	FT		4 – 3hr	.8
Woody	FT		4 – 3hr	.8
Total	10	1		7.4