

## INSTRUCTIONAL PROGRAM REVIEW DEFINITIONS

**Program:** An organized sequences of courses leading to a defined objective: a major, a degree, a certificate, a diploma, a license, a skill, or transfer to another institution of higher education. In some cases, the data from related subdisciplines are combined for program review reporting purposes.

**Enrollment:** A seat count – shows the number of warm bodies filling classes – taken at first census

**Unduplicated headcount:** Unduplicated count of students – each student is counted only once, regardless of number of units of enrollment. Taken at first census.

**FTES:** The number of Full-Time Equivalent Students enrolled. Reflects the enrollment activity of census-length as well as positive, unit, and daily attendance courses. Excludes enrollment activity generated by Contract Ed as well as non-resident students.

**WSCH:** The number of Weekly Student Contact Hours. Reflects the enrollment activity of census-length as well as positive, unit, and daily attendance courses. Excludes enrollment activity generated by Contract Ed as well as non-resident students.

**FTEF:** The number of Full Time Equivalent Faculty as reported at the end of the semester.

**WSCH/FTEF:** Ratio of weekly student contact hours to Full Time Equivalent Faculty in a department. Uses derivations of WSCH that reflect the enrollment activity of census length as well as daily, unit, and positive attendance courses. It uses FTEf values as reported at the end of the semester.

**Cost per FTES:** All program / department costs divided by total number of FTES generated by the program / department.

**FTEF benchmark:** The relative cost is based upon the composite rate of \$78,933.55 per FTEF (\$12,724,088 total costs/161.20 FTEF).

**Success rate:** Percent of students receiving a grade of A, B, C, or Credit out of all students receiving grades.

Numerator: Number of students (duplicated) with A, B, C, CR

Denominator: Number of students (duplicated) with A, B, C, D, F, CR, NC, W, I

**Retention rate:** Percent of students retained in courses out of total enrolled in courses.

Numerator: Number of students (duplicated) with A, B, C, D, F, CR, NC, I

Denominator: Number of students (duplicated) with A, B, C, D, F, CR, NC, W, I