

## Measure and Data Element Definitions for Instructional Program Review Collin College

See [Data Element Definitions](#) following the list of [Measure Definitions](#) for data elements that are italicized, highlighted in yellow, and accompanied by superscripted numerals.

### Measure Definitions

1. **Program Enrollment**: The number of *program students*<sup>1</sup> enrolled, broken out by term and year for the five most recently completed *fiscal years*.<sup>2</sup> (Source: Banner via Argos programming)
  - a. Duplicated: Total number of enrollments (seats filled) on course census dates in program courses broken out by course (e.g., ENGL1301) and for the program as a whole.
  - b. Unduplicated: Total number of program majors enrolled on course census dates.
  
2. **Completions**: Number of *awards*<sup>3</sup> (degrees, certificates, core curriculum completions, field of study awards, and marketable skills awards) in any program for the five most recently completed fiscal years for the program as a whole and broken out by year, major (SHRDGMR\_MAJR\_CODE\_1), and program (SHRDGMR\_PROGRAM). A student may receive more than one award per year, so this measure counts awards rather than students.
  - a. Banner (Source: Banner via Argos Programming)
  - b. Reported to THECB (Source: CBM-009 and CBM-00M)
  
3. **Employment**: Percentage of *program completers*<sup>4</sup> employed per year for the five most recently completed fiscal years. (Source: THECB Revised Post-Graduation Outcomes for Workforce Education Programs Report and THECB Gainful Employment Placement Rate Report)
  
4. **Student/Faculty Ratio**: Ratio of *program students*<sup>1</sup> to *program faculty*<sup>5</sup> for the past five fiscal years broken out by term (fall and spring semesters only). For each term, the ratio is calculated by dividing the number of student full-time equivalent (SFTE) enrolled on course census dates in *program courses*<sup>6</sup> by the faculty full-time equivalent (FFTE) teaching the program courses included in the numerator. The ratio's numerator (SFTE) is calculated by dividing total semester credit hours generated by program courses by 15. The ratio's denominator is calculated by summing the number of full-time faculty members who taught program courses plus one-third of the part-time faculty members who taught program courses. (Source: Banner via Argos programming)

5. **Average Class Size:** The ratio is calculated by dividing the total enrollment (seats filled) on course census dates in **program course<sup>6</sup>** sections (numerator) by the total number of program course sections taught (denominator) during a given term. This measure should be reported to one significant digit on a term-by-term basis each term for the past five completed fiscal years. It should be reported for the program as a whole and for each course (e.g., ENGL1301). In both the numerator and the denominator, the measure should exclude all course sections with fewer than six students enrolled (census enrollment < 6). (Source: Banner via Argos programming)
6. **Grade Distribution:** The number and percentage of grades awarded for each **program course<sup>6</sup>** and for the program as a whole presented in tabular format. In addition to grade distributions, each table should also include (a) course completion rates and (b) course success rates. These measures should be reported on a term-by-term basis each term for the last five completed fiscal years. They should also be reported for the program as a whole and for each course (e.g., ENGL1301). (Source: Banner via Argos programming)
  - a. The former is a ratio, expressed as a percentage, generated by dividing the number of enrollments on the last class days (census enrollment minus W grades) in program courses by the number of enrollments on course census dates in those courses.
  - b. The latter is a ratio, expressed as a percentage, generated by dividing the sum of A, B, and C grades awarded in **program courses<sup>6</sup>** by the number of enrollments on course census dates in those courses.
7. **Contact Hours Taught by Full-Time & Part-Time Faculty:** Percentage of **program contact hours<sup>7</sup>** taught by full-time and part-time faculty members. (Source: Full-time vs. Part-Time Contact Hour Report)
8. **Student Satisfaction:** Results from the last two administrations of the Noel-Levitz Student Satisfaction Inventory. (Source: Noel-Levitz Student Satisfaction Inventory)
9. **Employer Satisfaction:** Results from the last two administrations of the Employer Satisfaction Survey. (Source: IRO Employer Satisfaction Survey)
10. **Licensure/Certification Pass Rate:** Percentage of program students who passed a licensure exam per year relative to the number of program students who attempted the exam in the same year. (Source: IRO Licensure Pass Rate Report)

## Data Definitions

<sup>1</sup>Program students are defined as students with declared majors defined by a four-character Banner major code (SGBSTDN\_MAJR\_CODE\_1) or a related set of four-character Banner major codes associated with a given program as specified in IRO's Excel spreadsheet: "Programs for Review Cost Centers and Course Rubrics.xlsx in the tab labeled "CIP Code by Program."

<sup>2</sup>The term "fiscal year" (FY) is defined as Collin College's financial year that begins on September 1 of each calendar year and ends on August 31 of the following calendar year. The fiscal year is defined by the ending date such that FY2012 refers to the fiscal year that ran from September 1, 2011 through August 31, 2012.

<sup>3</sup>Awards are defined as program outcomes identified in Banner's Saturn schema, SHRDGMR table, SHRDGMR\_DEGC\_CODE field for undergraduate or continuing education students where the degree outcome status code (SHRDGMR\_DEGS\_CODE) equals "AW" for any term (SHRDGMR\_TERM\_CODE\_GRAD) within the specified five-year period. Awards may include degrees (AA, AS, AAS, AAT), certificates (CER, CER1, CER2, CER3, ATC, ESC), core curriculum completions (CORE, TXCORE), field of study awards (FOS), or marketable skills awards (MSA).

<sup>4</sup>Program completers are defined as students who received an award for which the program code (SHRDGMR\_PROGRAM) corresponds to a program of interest as specified in IRO's Excel spreadsheet: "Programs for Review Cost Centers and Course Rubrics.xlsx in the tab labeled "CIP Code by Program."

<sup>5</sup>Program faculty is defined as instructors who teach program courses during the designated period of interest.

<sup>6</sup>Program courses are defined as courses associated with a given program of interest as defined in IRO's Excel spreadsheet: "Programs for Review Cost Centers and Course Rubrics.xlsx in the tab labeled "Program by Course Rubric."

<sup>7</sup>Program contact hours are defined as the sum of all contact hours generated within a given term or year by students enrolled in program courses.