

Term	Description																									
Academic program	An instructional program leading toward an associate's degree, certificate or resulting in credits that can be applied to one of these degrees or certificates.																									
Academic year (AY)	<p>An AY consists of three terms (summer, fall, spring). Report specification regarding the sequence of terms varies. Examples:</p> <ul style="list-style-type: none"> <li>● THEC: Report of Graduates AY sequence is summer fall, spring sequence</li> <li>● THEC: Job Placement AY sequence is spring, fall, summer</li> <li>● FINANCIAL AID: AY is fall, spring, summer sequence</li> <li>● Unless otherwise specified, ARGOS reports generated through the CSCC Office of Institutional Research and Effectiveness (IRE) will be based on the AY stored in the Banner data base (fall, spring, summer)</li> </ul>																									
Accelerated programs	Completion of a college program of study in fewer than the usual number of years, most often by attending summer sessions and carrying extra courses during the regular academic term.																									
Accrediting agencies (CSCC)	<p>Organizations (or bodies) that establish operating standards for educational or professional institutions and programs, determine the extent to which the standards are met, and publicly announce their findings.</p> <p>Cleveland State Community College is accredited with the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. (For more details: <a href="http://www.clevelandstatecc.edu/about/sacscoc-accreditation">http://www.clevelandstatecc.edu/about/sacscoc-accreditation</a>)</p> <table border="1" data-bbox="367 1409 1419 1665"> <thead> <tr> <th colspan="5" data-bbox="367 1409 1419 1444">CSCC Program Specific Accrediting Agencies</th> </tr> <tr> <th data-bbox="367 1444 578 1518">2010 CIP</th> <th data-bbox="578 1444 875 1518">Academic Program</th> <th data-bbox="875 1444 1019 1518">Degree Level</th> <th data-bbox="1019 1444 1187 1518">Accrediting Agency</th> <th data-bbox="1187 1444 1419 1518">Accreditation Cycle</th> </tr> </thead> <tbody> <tr> <td data-bbox="367 1518 578 1591">09.15.0612.00</td> <td data-bbox="578 1518 875 1591">INDUSTRIAL TECHNOLOGY</td> <td data-bbox="875 1518 1019 1591">2.3.AAS</td> <td data-bbox="1019 1518 1187 1591">ATMAE</td> <td data-bbox="1187 1518 1419 1591">2010-2015</td> </tr> <tr> <td data-bbox="367 1591 578 1627">31.51.3801.00</td> <td data-bbox="578 1591 875 1627">NURSING</td> <td data-bbox="875 1591 1019 1627">2.3.AAS</td> <td data-bbox="1019 1591 1187 1627">NSCAN</td> <td data-bbox="1187 1591 1419 1627">2011-2018</td> </tr> <tr> <td data-bbox="367 1627 578 1665">12.19.0706.00</td> <td data-bbox="578 1627 875 1665">EARLY CHILDHOOD</td> <td data-bbox="875 1627 1019 1665">2.3.AAS</td> <td data-bbox="1019 1627 1187 1665">NAEYC</td> <td data-bbox="1187 1627 1419 1665">2015-2022</td> </tr> </tbody> </table>	CSCC Program Specific Accrediting Agencies					2010 CIP	Academic Program	Degree Level	Accrediting Agency	Accreditation Cycle	09.15.0612.00	INDUSTRIAL TECHNOLOGY	2.3.AAS	ATMAE	2010-2015	31.51.3801.00	NURSING	2.3.AAS	NSCAN	2011-2018	12.19.0706.00	EARLY CHILDHOOD	2.3.AAS	NAEYC	2015-2022
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		EDUCATION			
	32.52.0201.01	BUSINESS	2.3.AAS	ACBSP	2013-2023
	31.51.0904.00	PARAMEDIC	2.2C1	CAAHEP	New program approved July 2014 – accreditation plan due Aug 2015
Adult Learner	Students 25 years or older at the time the outcome is achieved. Age is calculated at the end of the term for each outcome.				
Associate's	The total associate's degrees conferred during an academic year. Students earning multiple degrees in an academic year will have each earned degree count as a separate outcome. The intent is that this outcome will be based on award year, not completion year data.				
Census Date	The 14 <sup>th</sup> calendar day from the beginning of classes, including the day on which classes begin, for spring and fall terms. Census dates for the summer enrollment are 7-12 week sessions--the 14th calendar day from the beginning of classes including day on which classes begin; 4-6 week sessions - the 7th calendar day from the beginning of classes, including the day which classes begin; terms of length up to four weeks - the final day of classes. Census Date Enrollment: Student enrolled on the 14th calendar day of the semester.				
Cohort	A specific group of students established for tracking purposes.  For example, the Freshman Cohort is tracked annually and consists of first-time, full-time and part-time, degree and certificate seeking students who enroll in the summer and fall terms. Retention and graduation rates are tracked using the Freshman Cohort, excluding part-time students.  IRE is willing to track other cohorts for divisions and departments who provide a definition of the cohort being tracked along with a timeframe in which the cohort will be tracked.				
Completer	A student who receives a degree or certificate. In order to be considered a completer, the degree/award must actually be conferred.				

Completers within 150% of normal time	Students who completed their <u>program</u> within 150% of the normal (or expected) time for completion.
Continuing/Returning student)	A student who is not new to the institution in the fall, but instead is continuing his or her studies at the institution (i.e., not first-time and not transfer-in).
Credit hour	<p>A unit of measure representing the equivalent of an hour (50 minutes) of instruction per week over the entire term. For accurate and consistent reporting, it is necessary to specify the type of credit hour being considered:</p> <ul style="list-style-type: none"> <li>● Cumulative credit hours: Hours from dual enrollment programs, AP courses, and hours transferred in from other institutions, and all other sources from where hours can be tracked.</li> <li>● Earned credit hours: Credit hours received after completing a class with a passing grade.</li> <li>● Attempted credit hours: All end-of-term hours attempted by students. Does include failed courses.</li> </ul>
Degrees and Certificates per 100 FTE	The combined total of associate's conferred during an academic year for every 100 year-round, end-of-term undergraduate full-time equivalent (FTE) generated during the same academic year. Non-degree seeking students are included in undergraduate FTE. Full-time enrollment is 30 semester credit hours.
Distance education	Education that uses one or more technologies to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor synchronously or asynchronously
Distance education course	A course in which the instructional content is delivered exclusively via distance education. Requirements for coming to campus for orientation, testing, or academic support services do not exclude a course from being classified as distance education.
Distance education program	A program for which all the required coursework for program completion is able to be completed via distance education courses.
Dual credit	A program through which high school students are enrolled in Advanced Placement (AP) courses, taught at their high school, that fulfill high school graduation requirements and

	may earn the student college credits .
Dual enrollment	A program through which high school students may enroll in college courses while still enrolled in high school.
Early admission	A policy under which students who have not completed high school are admitted to and enrolled full-time in college, usually after completion of their junior year.
Entering students	Students, full-time and part-time, coming into the institution for the first time in the fall term (or the prior summer term who returned again in the fall). This includes all first-time undergraduate students, students transferring into the institution at the undergraduate level for the first time, and non-degree/certificate seeking undergraduates entering in the fall.
FTE	Full Time Equivalent student. The combined total undergraduate credit hours taken by all full-time and part-time students over an academic year divided by a full-time course load. Only undergraduate FTE is used in the funding formula. Beginning with fall 2010, this is the total end-of-term attempted credit hours divided by 30. The total census date credit hours divided by 30 was used prior to fall 2010.
FTE (Full Time Equivalent)	The combined total of undergraduate credit ours taken by all full-time and part-time students. Over an academic year divided by a full-time course load. Beginning with fall 2010, this is the total end-of-term attempted credit hours divided by 30. The total census date credit hours divided by 30 was used prior to fall 2010.
First-time Freshman Enrollment Report	A report provided to the governing board (TBR) that provides a record of each first-time freshman enrolled on the census date of the entering term. It includes students whose ACT Enhanced scores are high enough to exempt them from taking the Program Assessment test and from basic and developmental work in the report.
First-time student	A student who has no prior postsecondary experience (except early admission during high school) who is attending for the first time at the undergraduate level. It also includes students enrolled in the fall term who attended college for the first time in the prior summer term, and students who entered with advanced standing (college credits earned before graduation from high school).
First-year student	THEC: A student who has completed less than the equivalent of 1 full year of undergraduate work; that is, less than 30 semester hours

Full-time student	Undergraduate: A student enrolled for 12 or more semester credits.												
Grade Point Average (GPA)	<table border="1"> <thead> <tr> <th>Grade Earned</th> <th>Points Earned</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>4</td> </tr> <tr> <td>B</td> <td>3</td> </tr> <tr> <td>C</td> <td>2</td> </tr> <tr> <td>D</td> <td>1</td> </tr> <tr> <td>F</td> <td>0</td> </tr> </tbody> </table> <p>GPA is calculated by dividing the total amount of <b>grade</b> points earned by the total amount of credit hours attempted. <b>Grade point average</b> may range from 0.0 to a 4.0. To get the <b>GPA</b>, the total <b>grade</b> points are divided by the total credit hours attempted. Points earned scale:</p>	Grade Earned	Points Earned	A	4	B	3	C	2	D	1	F	0
Grade Earned	Points Earned												
A	4												
B	3												
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GPA Types	<p>There are various GPA types in the Banner database. These GPA can be consider separately or in combination(s), depending on the specifications of the report or the division/department making the request:</p> <ul style="list-style-type: none"> <li>● Learning Support</li> <li>● Institutional Undergraduate</li> <li>● Transfer</li> </ul>												
Graduation rate	The rate required for disclosure and/or reporting purposes under Student Right-to-Know Act. This rate is calculated as the total number of completers within 150% of normal time divided by the revised adjusted cohort (graduates and transfer outs).												
Headcount	<ul style="list-style-type: none"> <li>● Unduplicated: The sum of students enrolled for credit with each student counted only once during the reporting period.</li> <li>● Duplicated: The sum of students enrolled for credit with each student counted in each course during the reporting period.</li> </ul>												
Job Placement	The number of placeable graduates from the spring, summer, and fall terms within a calendar year who obtain employment in a related field through June 30 of the following year. This is the same definition that has been used, and is currently used, for Performance Funding: Quality Assurance.												

Low-Income	Pell eligible students at any time during their college career. Used only for progression and undergraduate degrees and certificates.
Non-degree-seeking student	A student enrolled in courses for credit who is not recognized by the institution as seeking a degree or formal award.
Noncredit course	A course or activity having no credit applicable toward a degree or certificate.
Off-campus centers (extension centers)	Sites outside the confines of the parent institution where courses are offered that are part of an organized program at the parent institution. The sites are not considered to be temporary but may be rented or made available to the institution at no cost by another institution or an organization, agency, or firm.
Open admission	Admission policy whereby the school will accept any student who applies. CSCC is an open admission college.
Part-time student	Undergraduate: A student enrolled for either less than 12 semester hours.
Performance Funding: Quality Assurance	Previously known only as Performance Funding, the Performance Funding: Quality Assurance program allows for institutions to receive up to an additional 5.45 percent of their formula recommendation by meeting annual targets related to learning engagement, access, and success.
Postsecondary award, certificate (at least 2 but less than 4 academic years)	<ul style="list-style-type: none"> <li>● IPEDS: An award that requires completion of an organized program of study at the postsecondary level in at least 2 but less than 4 full-time equivalent academic years, or designed for completion in at least 60 but less than 120 semester credit hours.</li> <li>● THEC: The total number of certificates requiring 24 or more credit hours granted during an academic year. Students earning multiple certificates in an academic year will have each earned certificate count as a separate outcome. The intent is that this outcome will be based on award year, not completion year data. General education certificates are excluded from this metric.</li> </ul>
Postsecondary award, certificate, or diploma (less than 1 academic year)	<ul style="list-style-type: none"> <li>● IPEDS: An award that requires completion of an organized program of study at the postsecondary level (below the baccalaureate degree) in less than 1 academic year (2 semesters) or designed for completion in less than 30 semester credit hours.</li> <li>● THEC: The total associate's degrees conferred during an academic year. Students</li> </ul>

	<p>earning multiple degrees in an academic year will have each earned degree count as a separate outcome. The intent is that this outcome will be based on award year, not completion year data.</p>
Race/ethnicity	<p>Categories developed in 1997 by the Office of Management and Budget (OMB) that are used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. The designations are used to categorize U.S. citizens, resident aliens, and other eligible non-citizens.</p> <p>Individuals are asked to first designate ethnicity as:</p> <ul style="list-style-type: none"> <li>- Hispanic or Latino or</li> <li>- Not Hispanic or Latino</li> </ul> <p>Second, individuals are asked to indicate all races that apply among the following:</p> <ul style="list-style-type: none"> <li>- American Indian or Alaska Native</li> <li>- Asian</li> <li>- Black or African American</li> <li>- Native Hawaiian or Other Pacific Islander</li> <li>- White</li> </ul>
Retention rate	<p>IPEDS: A measure of the rate at which students persist in their educational program at an institution, expressed as a percentage. This is the percentage of first-time degree/certificate-seeking students from the previous fall who either re-enrolled or successfully completed their program by the current fall.</p> <p>Example: First-time freshman cohort is tracked fall-to-spring and fall-to-fall. Other cohorts are tracked upon request in the Banner data base. Divisions/departments must provide a cohort definition and a tracking proposed schedule to the Office of Institutional Research and Effectiveness.</p>
Semester (calendar system)	<p>A calendar system that consists of two sessions called semesters during the academic year with about 15 weeks for each semester of instruction. There may be an additional summer session.</p>

Stop out	A student who left the institution and returned at a later date.
Student-faculty Ratio	The number of students who attend CSCC divided by the number of teachers in the institution. For example, a student–teacher ratio of 10:1 indicates that there are 10 students for every one teacher
Transfers Out with 12 Hours	THEC: The number of undergraduate students who transferred out to any in-state public – and some private –institution in an academic year who accumulated at least 12 earned student credit hours from the originating institution. The student must have been enrolled at the originating institution at any time one academic year prior to transferring (i.e. "continuously enrolled"). Students transferring to an institution in the fall after being enrolled at a separate institution the previous spring, but not the previous summer, are included in this outcome.
Workforce Training	THEC: The total number of contact hours from an academic year. Contact hours are defined as a minimum of 50 minutes of learning activity for courses or activities that provide individuals with soft skills or technical skill-sets for the workplace but carry no institutional credit applicable toward a degree, diploma, or certificate.
<p><b>Links for additional detail:</b>  <b>IPEDES:</b> <a href="http://nces.ed.gov/ipeds/glossary/index.asp?id=155">http://nces.ed.gov/ipeds/glossary/index.asp?id=155</a>  <b>THEC:</b> <a href="http://www.tn.gov/thec/Divisions/Fiscal/funding_formula/Detailed%20Outcomes%20Formula%20Definitions%2001-2016.pdf">http://www.tn.gov/thec/Divisions/Fiscal/funding_formula/Detailed%20Outcomes%20Formula%20Definitions%2001-2016.pdf</a>  <b>FEDERAL:</b> <a href="https://studentaid.ed.gov/glossary">https://studentaid.ed.gov/glossary</a></p>	