

## Department Profile Data Definitions

1. **Declared Majors:** Includes students who are departmental majors, teaching majors, all-grade majors and those with primary area of study in the department. Specifically, the count includes majors in program codes containing M, T, A, F and P objectives. Data include **only** those who are **enrolled** at BSU during the fall semester. Beginning in Fall 2002, both on and off campus majors are included. **Undergraduate Minors:** Includes students with departmental minors.  
  
**Not available reference (n/a) for 2007-08:** AAIR is currently reviewing and verifying the data and developing a new database to handle the reporting of major and program counts. Thus, department counts are not currently available. We are undertaking this project to ensure that issues such as double majors and double programs are counted accurately and consistently across campus. As part of that process, we will be verifying the program codes with departments in the near future. In the meantime, if you need program counts, please contact Debra Atkinson, AAIR Institutional Research Analyst, and provide her with a list of the specific program codes for which you need counts.
2. **Course Enrollment:** Includes total number of students enrolled in all department courses and sections. (For example, a student counts as three enrollments if he/she is enrolled in three of the classes offered by the department.)
3. and 4. **# of Sections Taught and Average Class Size:** Include only contact hour generating classes, and excludes zero credit hour classes, arranged classes, contract, RES, DISS, DOC, THES, MUSPE, ID, EDEL 460, 464, 465, EDSEC 460, 462, 465, taught-with and London Centre classes. Data are as of the end of the fifth week of classes.
5. **Total Student Credit Hours:** Includes credit hours generated by the department in all courses including ID, DOC, DISS, HONRS, THES, RES and any other college level courses taught by the department ON or OFF campus.
6. **Degrees Awarded:** Includes total number of degrees awarded during Fall, Spring and the following Summer terms of the academic year.
7. **Full-Time Faculty:** Includes the official counts of ON and OFF campus *Regular* (tenure track) and *Contract* full-time faculty as determined each Fall term.
8. **TOTAL-All Faculty and All GA FTE:** Includes all FTE generated by faculty as well as graduate assistants in performing all the different functions reported on the faculty assignment reports. The categories of faculty include Regular, Contract Full-Time, Part-Time, and faculty and administrators loaned from other departments.
9. **TOTAL-All Faculty and GA Teaching FTE only:** Includes all FTE generated by all faculty in all functions and **only** the **teaching FTE** generated by graduate assistants and doctoral fellows. Teaching Support FTE generated by graduate assistants is not included.
10. **TOTAL-w/o GA FTE:** Includes FTE generated by all faculty and **excludes** all GA FTE.
11. **TOTAL-Adjusted FTE:** Includes FTE generated by all faculty excluding FTEs assigned to paid sabbaticals, overloads from full-time faculty, externally funded activities, London Center administrator, and GA teaching and non-teaching functions. Also excluded are FTEs generated by administrators who do not receive extra compensation for their services. Such administrators are deans and associate deans, provost, associate provost, VPs and other administrators outside of the college.
12. **Regular FTE:** Includes faculty FTE generated by tenure-track faculty in the department. These statistics also come from the assignment report summaries.
13. **Faculty FTE – Externally Funded:** Includes FTE generated by externally funded research and public service activities.
14. and 15. **Student Credit Hour Ratios:** These are calculated from items 5, 8 and 11. **SCH/ALL FAC & ALL GA FTE** is the ratio of student credit hours per faculty FTE, where FTE from all functions performed by all faculty and GAs are included.  
**SCH/Adjusted FTE** is the ratio of student credit hours per adjusted faculty FTE. (See item 11 for adjusted FTE definition).

*For further information, please call the Office of Academic Assessment and Institutional Research at 5-8919 (Debra Y. Atkinson, Institutional Research Analyst)*