



Office of Institutional Research & Assessment
Data Dictionary

25th Percentile- The score at or below which 25 percent of students submitting test scores to an institution scored. (IPEDS) *Office of Admissions, Office of Institutional Research*

75^h Percentile- The score above which 25 percent of students submitting test scores to an institution scored. (IPEDS) *Office of Admissions, Office of Institutional Research*

Academic Period (Colleague)- A descriptor and Ellucian Colleague code associated with a particular official time in which the institution offers courses. Specifically, Centenary University uses the following formats on Colleague to differentiate between academic periods being held in Hackettstown and those at other locations. If a year precedes the semester abbreviation (e.g., 2016FA), the academic period is being held in Hackettstown; if the semester abbreviation precedes the year (e.g., FA16), the academic period occurs at an SPS location. A letter that follows (e.g., FA16B) is a descriptor to indicate the second term occurring in Fall 16 at an SPS location; a roman numeral that follows (SU17-I) indicates the term occurs in Hackettstown. *Office of Institutional Research*

Academic Probation- A student is considered on academic probation if the cumulative grade point average (GPA) falls below 2.0. *Registrar.*

Academic Program- An instructional program leading toward an associate's, bachelors, master's, doctor's, or first-professional degree or resulting in credits that can be applied to one of these degrees. (IPEDS) *Office of Institutional Research*
Academic Rank (IPEDS)- The IPEDS HR survey includes the ranks of Professor, Associate Professor, Assistant Professor, Instructor, and Lecturer. (IPEDS) *Office of Institutional Research*

Academic Rank (Centenary)- Centenary University uses the following ranks to describe faculty: Professor, Associate Professor, Assistant Professor, Instructor, Visiting Assistant Professor. *Office of Academic Affairs*

Academic Term- A particular official time in which the institution offers courses. Academic periods may vary in length of time (e.g., 8 weeks, 16 weeks). *Office of Institutional Research.*

Academic Year- The period of time generally extending from September to June; usually equated to 2 semesters or trimesters, 3 quarters, or the period covered by a 4-1-4 calendar system. (IPEDS) *Office of Institutional Research & Assessment*

Academic Year (Financial Aid)- Academic Year for financial aid reporting begins in the Fall and includes the following Spring and Summer terms. *Financial Aid*

Accelerated Programs (IPEDS)- 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 (IPEDS). *Office of Institutional Research*

ACT- ACT, previously known as the American College Testing program, measures educational development and readiness to pursue college-level coursework in English, mathematics, natural science, and social studies. Student performance does not reflect innate ability and is influenced by a student's educational preparedness (IPEDS) *Office of Institutional Research & Assessment*

Active Student (SPS)- A distinction often used at institutions with nontraditional academic calendars, students, and students. At Centenary University, this term refers to student who is registered, on an official leave of absence (LOA), or is not registered or on an official LOA but has not withdrawn. *School of Professional Studies*

Data notes:

- Care should be taken to ensure that graduate students who are also taking undergraduate courses (therefore two active programs) be counted only once and at a graduate level.
- Care should be taken to ensure that students who are taking both accelerated and traditional courses be assigned to the population related to their student type.

Calculation of a total number of Active Students:

Active Students = Number of Enrolled Students + Students on a Scheduled Break (i.e., Leave of Absence or otherwise not enrolled)

Admit Rate- A ratio calculated by dividing admitted students by total applicants for a specific entry term. Admit rate may be computed for any entry population (e.g., first-time full-time or transfer-ins), and is usually calculated for a single entry term. Admit Rate may also be referred to as **Selectivity Ratio**. *Enrollment Management, Office of Institutional Research & Assessment*

Admitted Students- applicants that have been granted an official offer to enroll in a postsecondary institution. (IPEDS) *Office of Institutional Research & Assessment*

Adjunct Faculty- Centenary faculty who are not tenured, on the tenure-track, and not on a full-time contract. This faculty population is also referred to as **Part-Time Faculty**. See, compare with **Full-Time Faculty**.

Adjusted Cohort – see Cohort (Adjusted)

American Indian or Alaska Native- A person having origins in any of the original peoples of North and South American (including Central America) who maintains cultural identification through tribal affiliation or community recognition.

American Indian or Alaska Native (old definition)- A person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.

Applicant- An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving of the application fee, if any) and who has been notified of one of the following actions: admission, nonadmission, placement on a waiting list, or application withdrawn by applicant or institution (IPEDS) *Office of Institutional Research & Assessment*

Asian- A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea,

Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. ***Office of Institutional Research & Assessment***

Asian/Pacific Islander (old definition)- A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, and Pacific Islands. This includes people from China, Japan, Korea, the Philippine Islands, American Samoa, India, and Vietnam. ***Office of Institutional Research & Assessment***

Aspirant Institutions (Centenary)- The institutional aspirant group was affirmed in October 2016 and contains the following institutions: Arcadia University, DeSales University, Eastern University, Fairleigh Dickinson-Florham, Gwynedd Mercy University, Iona College, Misericordia University, Molloy College, Mount Saint Mary College (NY), St. Thomas Aquinas College. See also **Peer Institutions**. ***Office of Institutional Research & Assessment***

Carnegie Classification- A classification system produced by the Carnegie Foundation for the Advancement of Teaching that allows categorization of higher education institutions. These classifications allow similarly classified institutions to be grouped together, and this criterion is often used in benchmarking and peer analyses. Centenary University’s current Carnegie Classification is “Master’s Colleges & Universities: Medium Programs.” ***Office of Institutional Research & Assessment***

Census Date- An official time point at which official enrollment for a particular academic term is established at Centenary University. Census dates are the end of the first week of the start. For those courses that are not offered on a traditional term basis, the Census Date is one week after the start of the class. ***Office of Institutional Research & Assessment*** Data notes: official enrollment includes all changes through the end of the 7th day. To ensure data standards, this must be updated and kept current in RYAT.

Data Access and Presentation Definitions (Users)– The following definitions are used to specify the differing ways Centenary accesses and presents its institutional data.

View- A customized table view of data that combines data from several files so users do not have to combine them. Users can filter, sort, and group. Views can be built in SQL tools, primarily SSMS. Data management can happen in Excel, MS-Access, Report Builder and other reporting tools. Excel functions such as pivot tables can be created against the data. ***Andy Carpenter***

Example of a View:

Last Name	First Name	Sex	Program
Carpenter	Andy	M	Accounting
Blatt	Evelyn	F	Finance
Miller	Rob	M	Finance
Anderson	Roger	M	Marketing
D’Olive	Amy	F	Accounting
Carpenter	Kelly	F	Accounting
Carpenter	Carlee	F	Finance

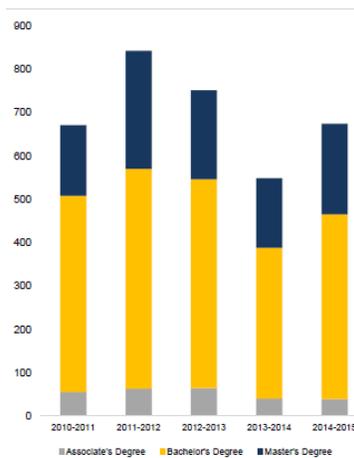
Report- Collection of data to meet individual information requirements. Can be formatted for “pretty” distribution. Can be real-time. Report tools include Power Builder, Excel, Informer, SAS, Microsoft Access. *Andy Carpenter*

Example of a Report:

MALE	FEMALE	PROGRAM	COUNT
3	4	Accounting	3
		Finance	3
		Marketing	1
		Total	6

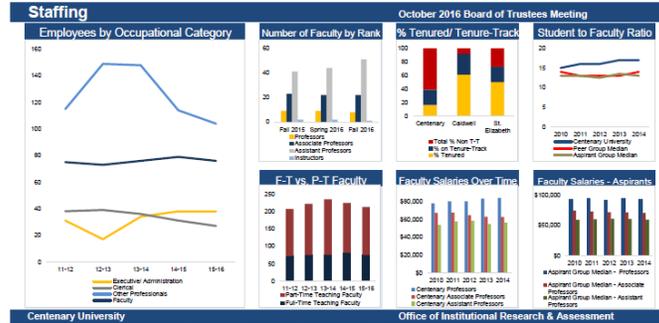
Graph- The graphical representation of the data derived out of Views and Reports. *Andy Carpenter*

Example of a Graph:



Dashboard- A visual display of multiple metrics at a glance. Dashboards can be interactive or static, but tend to be arranged on one screen. These are primarily used for executive reporting. *Andy Carpenter*

Example of a Dashboard:



CIP code- A six-digit code in the form xx.xxxx that identifies instructional program specialties within educational institutions. (IPEDS) *Office of Institutional Research & Assessment*

Class Standing- A student’s class standing is determined by the number of credits earned, as follows: Freshman (0-23 credits), Sophomore (24-55 credits), Junior (56-87 credits) Senior (88 or more credits). *Registrar*

Classification of Instructional Programs (CIP)- A taxonomic coding scheme for secondary and postsecondary instructional programs. It is intended to facilitate the organization, collection, and reporting of program data using classifications that capture the majority of reportable data. The CIP is the accepted federal government statistical standard on instructional program classifications and is used in a variety of education information surveys and databases. (IPEDS) *Office of Institutional Research & Assessment*

Cohort- The identification of a clearly defined group of students at one particular point in time and place with certain enrollment characteristics. Traditionally, Centenary cohorts have consisted of SPS, Traditional, Graduate, First-Year, and Transfer for a particular academic term or year. *Retention Committee*

Cohort (Adjusted) – The result of removing any allowable exclusions from a cohort or subcohort. Allowable exclusions, according to IPEDS, include the following documented reasons:

- a.) The student is deceased or is totally and permanently disabled and thus unable to return to school.
- b.) The student left school to serve in the armed forces or was called up to active duty. (This does not include students already in the military who transfer to another duty station.).
- c.) The student left school to serve with a foreign aid service of the Federal Government, such as the Peace Corps.
- d.) The student left school to serve on an official church mission. (IPEDS) *Office of Institutional Research & Assessment*

Comparison group- A group of institutions used for comparison purposes. Comparison groups are often derived by using institutional characteristics, variables from IPEDS data, location, and

other variables deemed pertinent by the institution creating it. See also **Aspirant Institutions, Peer Institutions**

Completer- A student who receives a degree, diploma, certificate, or other formal award. In order to be considered a completer, the degree/award must actually be conferred. (IPEDS) *Office of Institutional Research & Assessment*

Course Dropout Rate- The percentage of students who dropped a course, and received grades of “W.” Data Notes: the numerator is the number of students who earned W grades; whereas, the denominator is the number of students who received grades of A, B, C, D, F, Pass, Fail, or Withdrew from the course with a “W.” Note that grades of “I” (Incomplete) and “AU” (Audit) are no included in this calculation. *Retention Committee*

Course Failure Rate- The percentage of students who did not complete a course, as defined by no course credits earned. In other words, Course Failure Rate is the rate (expressed as a percentage) at which students received an F, or Fail (in a Pass/Fail option course). Data Notes: the numerator is the number of students who earned grades of F or Fail; whereas, the denominator is the number of students who received grades of A, B, C, D, F, Pass, Fail, or Withdrew from the course with a “W.” Note that grades of “I” (Incomplete) and “AU” (Audit) are no included in this calculation. *Retention Committee*

Course Success Rate- The percentage of students who succeeded in a course, as defined by course credits earned. Specifically, Course Success Rate is the rate (expressed as a percentage) at which for-credit courses are completed with an A, B, C, D, P (“Pass” in a Pass/Fail option course) grade out of the total number of assigned course grades. Data Notes: the numerator is the number of students who earned grades of A, B, C, D, or P, whereas the denominator is the number of students who received grades of A, B, C, D, F, Pass, Fail, or Withdrew from the course with a “W.” Note that grades of “I” (Incomplete) and “AU” (audit) are not included in this calculation. *Retention Committee*

Credit Allowance- Undergraduate (SPS)- Undergraduate students are permitted to take up to 8 credits per 8 week term. *School of Professional Studies, Registrar*

Credit Allowance- Undergraduate (Traditional)- Full-time traditional undergraduate students are permitted to take up to 18 credits per 16 week term. Additional credit hours, not to exceed 22, may be taken by students in good academic standing and contingent upon the permission of both the students’ faculty advisor and Department Chair. *Registrar Credit Allowance-*

Graduate (SPS)- Graduate students are permitted to take up to 3 graduate credits per 8 week term or 7 per 16 week term. *School of Professional Studies, Registrar*

Credit Hour Production - a measurement of instructional activity calculated by multiplying the credit hour value of each class section by the number of students enrolled in the class. For example, a three-credit undergraduate course with 10 students enrolled generates 30 credit hours, and a four-credit graduate course with 9 students enrolled generates 36 credit hours. Credit Hour Production can then be computed for a particular level (e.g., graduate, undergraduate; upper division, lower division), modality (i.e., face-to-face, blended, completely online), semester (e.g.,

2017SP, SP17A, SP17B), subject area (e.g., BIO, ENG), department (e.g., Social Sciences), faculty status (e.g., full-time, part-time; tenured vs. tenure-track; tenured & tenure-track vs. term) or individual faculty member. *Office of Institutional Research & Assessment*

Credit Hours (Attempted)- The number of credits for which students are enrolled as of the final day to withdraw from courses, or the cumulative total on student's transcript. *Office of Institutional Research & Assessment*

Credit Hours (Earned)- The number of credits earned by a student at the close of an academic term, or the cumulative total on a student's transcript. *Office of Institutional Research & Assessment*

Credit Hours (Enrolled)- The number of credits for which students are enrolled as of Census Date for a particular academic term. *Office of Institutional Research & Assessment*

Credit Hours (Generated)- The number of credits for which a program generated as of Census Date for a particular academic term. See also **Credit Hour Production**. *Office of Institutional Research & Assessment*

Dashboards-- See **Data Access and Presentation Definitions (Users)**

Dean's List- An academic honor for which undergraduate students are eligible. At Centenary University, full-time and three-quarter time students are eligible when they earn a 3.75 semester grade point average, have completed the semester credit thresholds (i.e., 12 semester credits for full-time students; 9 semester credits for three-quarter time students), and have not earned a grade lower than a B- that semester. Additional qualifying criteria for half-time students, and exclusionary criteria ("I" grades) are listed in full within the Undergraduate Catalog. *Registrar*

Did not return- Term used for a student who began coursework but fails to return without officially withdrawing themselves, but are then withdrawn by the College after specified time. *Retention Committee*

DFW Rate- The number of students in a course who earned a D, F, or W (withdrew from course) divided by the total number of students who earned any grade in the course. *Retention Committee*

Duplicated count- A total count of students enrolled in a particular course or academic program. That is to say, students may be enrolled in more than once course in an academic term and would therefore be counted in each class. Similarly, students may declare more than one academic major and would thus be counted in all of their declared majors. See, compare with **Unduplicated Headcount**; see also **Duplicated vs. Unduplicated counts**. *Office of Institutional Research & Assessment*

Duplicated vs. Unduplicated counts- Duplicated counts are appropriate in situations in which students can elect multiple statuses, such as course counts and academic majors. Students may be enrolled in more than one course during an academic term, and would be counted for each course

in which they are enrolled (i.e., twice or more). Students may formally declare more than one academic major, and would be counted for each major for which they declared (i.e., two or more). In terms of headcount enrollment for a particular academic term, however, student enrollment is an unduplicated count of student “heads.” These students are assumed to be taking multiple courses during that term, and may have declared more than one major; however, they are counted only once within the population related to their student type. See also **Duplicated count; Unduplicated headcount.** *Office of Institutional Research & Assessment.*

Educational Opportunity Program (EOP)- A state-funded Educational Opportunity Program (EOP), which provides academic support services and financial assistance to students who are first generation University attendees. EOP students have graduated from DFG (District Factor Groups) and Abbott Districts, demonstrate the potential and motivation to be successful at Centenary University. EOP is also referred to as a retention cohort. *Registrar, Retention Committee*

Enrollment- Students are considered “enrolled” when they are taking a course for credits on Census Date for a particular academic term. Students who are not attempting credits for a particular academic term, such as those not registered or those auditing a course (i.e., not earning course credit) are not considered enrolled and excluded from headcount enrollment and credit hours reports. See also **Census Date, Headcount Enrollment.** *Office of Institutional Research & Assessment*

Failure to Return (SPS)- Students who fail to return from an approved LOA, on the date indicated on their form, will be administratively withdrawn from the program. *School of Professional Studies*

Fall-to-Fall Retention- the percentage of first-time bachelors degree-seeking undergraduates from the previous Fall who are again enrolled in the current Fall. This is the IPEDS definition of **Retention Rate.** See also **Retention vs. Persistence.** See **Retention Rate (IPEDS).** *Office of Institutional Research & Assessment* **First Generation-** A student status often used for reporting or retention cohort. First-generation students are identified as those who did not answer response option #3 (highest school completed by parent was *college or beyond*) on FAFSA items 24 and 25 (AICUNJ). *Office of Institutional Research & Assessment.*

First-Time Student (Undergraduate)- A student who has no prior postsecondary experience (except as noted below) attending any institution for the first time at the undergraduate level. This includes students enrolled in academic or occupational programs. 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). (IPEDS) *Office of Institutional Research & Assessment*

First Year GPA- A student's cumulative GPA for Centenary University courses (not transfer courses) at the end of the first year of enrollment. First year of enrollment is determined to be one full year after the term admitted to the institution. *Retention Committee*

Fiscal Year- Begins July 1 of a specific calendar year and ends on June 30 the following calendar year. *Finance*

Full-Time/Part-Time faculty ratio- Ratio of total full-time faculty to part-time faculty for a particular academic term or academic year. *Office of Institutional Research & Assessment*

Full-Time Equivalent “FTE” Enrollment (Centenary)- The total number of FTE students is determined by summing the total number of Full-Time Undergraduate students, the total number of Full-Time Graduate students, the total number of Part-Time Undergraduate students (by a .33 multiplier), and the total number of Part-Time Graduate students (by a .33 multiplier). (Centenary definition). *Office of Institutional Research & Assessment.*

Full-Time Equivalent “FTE” Enrollment (IPEDS, using Fall Headcount)- The number of FTE students is calculated based on Fall student headcounts as reported by institutions on the IPEDS Enrollment component. The full-time equivalent (headcount) of the institution's part-time enrollment is estimated by multiplying the following factors (part-time undergraduate enrollment for private, not for profit, 4 year institutions: .392857; part-time graduate enrollment for private, not for profit, 4 year institutions: .382059) times the part-time headcount. These are then added to the full-time enrollment headcounts to obtain an FTE for all students enrolled in the Fall. (IPEDS). *Office of Institutional Research & Assessment.*

Full-Time Equivalent “FTE” Enrollment (IPEDS, using Instructional Activity)- The number of FTE students is calculated based on credit hours and calendar system as reported by institutions on the IPEDS 12-month Enrollment component. For an institution on a semester system, the level of instructional activity to determine 1 undergraduate FTE is 30 credit hours over a 12-month period, and 24 credit hours over a 12-month period for 1 graduate FTE. (IPEDS). *Office of Institutional Research & Assessment.*

Full-Time Faculty- Centenary University faculty who are either tenured, on the tenure-track, or are on a full-time nonpermanent contract. See, compare with **Adjunct Faculty**; see also **Full-Time/Part-Time faculty ratio**. *Office of Academic Affairs.* **Full-Time Retention Rate-** The percent of the previous year's fall first-time full-time cohort (minus exclusions) that re-enrolled at the institution as either full-time or part-time the following fall. (IPEDS). *Retention Committee, Office of Institutional Research & Assessment*

Full-Time Student (Graduate)- A student enrolled for 9 or more semester credits. See also **Part-Time Student (Graduate)**. (IPEDS) *Office of Institutional Research & Assessment*

Full-Time Student (Undergraduate)- A student enrolled for 12 or more semester credits. See also **Part-Time Student (Undergraduate)**. (IPEDS) *Office of Institutional Research & Assessment*

Graduation Rate- The rate required for disclosure and/or reporting purposes under the 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. (IPEDS) *Office of Institutional Research & Assessment*

Graduate Rate Component (IPEDS)- An annual IPEDS survey component to help institutions satisfy the requirements of the Student Right-to-Know legislation. Data are collected on the number of students entering the institution as fulltime, first-time, degree/certificate-seeking undergraduate students in a particular year (cohort), by race/ethnicity and gender; the number completing their program within 150 percent of normal time to completion; the number that transfer to other institutions if transfer is part of the institution's mission. (IPEDS) *Office of Institutional Research & Assessment*

Graphs-- -- See **Data Access and Presentation Definitions (Users)**

GRE- Sometimes referred to by the full name (Graduate Record Examination), the GRE is a standardized norm-referenced test administered by the College Board to college students, and is used as an admissions criterion for graduate programs. *School of Graduate Studies*

Half-Time student- A student who is registered for at least 8 credits, but less than 12 credits. *Registrar.*

Headcount Enrollment- The total headcount of students who are enrolled in a course for credits on Census Date for a particular academic period. Students who are not attempting credits for a particular academic period, such as those not registered or those auditing a course (i.e., not earning course credit) are excluded from this count. See also **Census Date, Enrollment.** *Office of Institutional Research & Assessment*

Integrated Postsecondary Education Data System (IPEDS)- The Integrated Postsecondary Education Data System (IPEDS), conducted by the NCES, began in 1986 and involves annual institution-level data collections. All postsecondary institutions that have a Program Participation Agreement with the Office of Postsecondary Education (OPE), U.S. Department of Education (throughout IPEDS referred to as "Title IV") are required to report data using a web-based data collection system. IPEDS currently consists of the following components: Institutional Characteristics (IC); 12-month Enrollment (E12); Completions (C); Admissions (ADM); Student Financial Aid (SFA); Human Resources (HR) composed of Employees by Assigned Position, Fall Staff, and Salaries; Fall Enrollment (EF); Graduation Rates (GR); Outcome Measures (OM); Finance (F); and Academic Libraries (AL). (IPEDS) *Office of Institutional Research & Assessment*

Leave of Absence- A term used to indicate that a student intends to return and enroll in credits at the institution. The period of anticipated return is currently *within 6 months* (SPS), and *within one academic year* for traditional undergraduates and graduates (main campus). *Retention Committee.*

Leave of Absence (Academic, SPS)- A leave of absence (LOA) is defined as an approved break in attendance longer than 29 consecutive days and not to exceed three consecutive terms (refer to the SPS calendar for term dates). All LOA requests must be approved by the student's Program Advisor. If the student fails to return after the 3rd consecutive term, then the student will be

administratively withdrawn and must follow the readmit policy to return. **Registrar, School of Professional Studies**

Less than Half-Time student- A student who is registered for less than 8 credits. **Registrar.**

Minority- A student who has self-identified as being in Race/Ethnicity categories other than White. Often used as a retention cohort. **Retention Committee**

Non-First-Time student- A student who has prior postsecondary experience before attending the reporting IPEDS institution. This cohort of students may closely reflect the transfer-in enrollment from Fall Enrollment (EF) component. (IPEDS). **Office of Institutional Research & Assessment**

Non-matriculated student- A student who is taking for-credit courses but is not pursuing a degree. **Registrar.**

Nonresident alien (IPEDS)- A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely. (IPEDS). **Office of Institutional Research & Assessment**

Nonresident alien (Colleague)- A student who has a Visa number. **Office of Institutional Research & Assessment**

Not on tenure-track- Personnel positions that are considered non-tenure earning positions. (IPEDS) See also **Term faculty.** **Office of Institutional Research & Assessment**

On-Time Completion Rate- Percentage of first-time full-time students who complete a baccalaureate degree in four years. See also **First-Time Student (Undergraduate).** **Retention Committee**

On-Time Progression Rate- Percentage of first-year students who earned 32 credit hours in their first-year, second-year students who earned 64 credit hours by the end of their second year, and third-year students who earned 96 credit hours by the end of their third year. **Retention Committee**

Part-Time Faculty- Centenary faculty who are not tenured, on the tenure-track, and not on a full-time contract. This faculty population is also referred to as **Adjunct Faculty.** See, compare with **Full-Time Faculty.** **Office of Academic Affairs**

Part-Time Student (Graduate)- A student enrolled for less than 9 semester credits. See also **Full-Time Student (Graduate).** (IPEDS) **Office of Institutional Research & Assessment**

Part-Time Student (Undergraduate)- A student enrolled for less than 12 semester credits. See also **Full-Time Student (Undergraduate).** (IPEDS) **Office of Institutional Research & Assessment**

Peer Institutions (Centenary)- The institutional peer group was affirmed in October 2016 and contains the following institutions: Cabrini College, Cairn University, Caldwell, College of New Rochelle, College of Saint Elizabeth, Dominican College of Blauvelt, Felician University,

Neumann University, Nyack College. See also **Aspirant Institutions**. *Office of Institutional Research & Assessment*

Pell-Eligible student- Undergraduate students without a prior bachelor degree who qualify for the federal Pell grant based upon being below an expected family contribution income threshold established by the federal government. *Financial Aid*

Pell Grant program- The Pell Grant program provides grant assistance to eligible undergraduate postsecondary students with demonstrated financial need to help meet education expenses (IPEDS). *Office of Institutional Research & Assessment*

Pell recipient- A student status often used for reporting or as a retention cohort. *Retention Committee*.

Persistence- A measure of continued enrollment from academic term to academic term. Persistence rates are expressed as percentages, and are specified for particular cohorts and time frames. See also **Cohort; Retention vs. Persistence**; Compare with **Retention Rate (IPEDS)**. *Retention Committee*.

Persistence Rate (Faculty)- The number of full-time faculty who continue on the faculty at Centenary University tracked at four year and eight year intervals from their date of entry; see also **Retention Rate (Faculty)**. *Office of Institutional Research & Assessment*

Population (definition)- A descriptor associated with a particular group of students. Centenary University has three student populations: Graduate, Adult Undergraduate, and Traditional Undergraduate. *Admissions, School of Professional Studies*

Population (Colleague)- Centenary University uses the following formats on Colleague to differentiate between student populations:

Graduate

- TRGR
- ACGR

Adult Undergraduate

- ACUG

Traditional Undergrad (TRGR)

- Full-Time Traditional Undergraduate (enrolled in 12 or more credits on the census date)
- Part-Time Traditional Undergraduate (enrolled in fewer than 12 credits on the census date)

Admissions, School of Professional Studies

Productive grade rates- The rate (expressed as a percentage of grades assigned) at which credit course are successfully completed with a grade of A, B, or C. Data note: Withdrawals (W) and

Incompletes (I) are not included in this calculation; however, grades of lower than a C (i.e., Ds and Fs) are. *Retention Committee*

Race/Ethnicity- 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. Individuals are asked to first designate ethnicity as:

- Hispanic or Latino or
- Not Hispanic or Latino

Second, individuals are asked to indicate one or more races that apply among the following:

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

(IPEDS definition), *Office of Institutional Research & Assessment*

See also **American Indian or Alaska Native (old definition), Asian, Asian/Pacific Islander (old definition)**

Readmitted Student- A student who had previously attended Centenary University, left the University for a period of at least one year, and was readmitted. *Registrar*

Resident- A student living in one of the University's residence halls on Census Date for a particular academic period. *Office of Institutional Research & Assessment*

Retention vs. Persistence- Retention and Persistence are very similar terms in that they both convey the percentage of students who remain enrolled at Centenary University. To differentiate retention and persistence, "retention" measures short term continuous enrollment of students (e.g., within-semester course retention; Fall-to-Spring retention; Fall-to-Fall retention) and continuous employment of full-time faculty (i.e., one year faculty retention rate). "Persistence" however, refers to long-term performance (e.g., within-major persistence, percent continuing after three years, percent continuing or graduated after 4 years) or employment (e.g., 4-year/ 8-year persistence rate of faculty). *Retention Committee; Office of Institutional Research & Assessment.*

Retention Rate (Faculty)- The number of tenure-track faculty who continue on the faculty at Centenary University, tracked at a one year interval from their date of entry; see also **Persistence (Faculty)** *Office of Institutional Research & Assessment*

Retention Rate (IPEDS)- A measure of the rate at which students persist in their educational program at an institution, expressed as a percentage. For four-year institutions, this is the percentage of first-time bachelors (or equivalent) degree-seeking undergraduates from the previous fall who are again enrolled in the current Fall. For all other institutions 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. (IPEDS definition), See also **Retention vs. Persistence**. See **Fall-to-Fall Retention**. *Office of Institutional Research & Assessment*

Report(s)- -- See **Data Access and Presentation Definitions (Users)**

Retention Rate (within-term)- The rate (expressed as a percentage) at which students who are taking courses for credit retain within the same term. For instance, if a student were taking four courses in a semester, and withdrew from them all, the student would not be considered “retained.” If that student dropped one of those four courses, and remained in three courses, that student would be considered “retained.” *Retention Committee*.

SAT- Previously known as the Scholastic Aptitude Test, this is an examination administered by the Educational Testing Service (ETS) and used to predict the facility with which an individual will progress in learning college level academic subjects (IPEDS), *Office of Institutional Research & Assessment*

Scheduled Break- All students who are active but not enrolled at a given time. *School of Professional Studies*

Stop out- A student who left the institution and returned at a later date. (IPEDS). See also **Readmitted Student**. *Office of Institutional Research & Assessment*

Student Right-to-Know Act- Also known as the "Student Right-to-Know and Campus Security Act" (P.L. 101-542), which was passed by Congress November 9, 1990. Title I, Section 103, requires institutions eligible for Title IV funding to calculate completion or graduation rates of certificate- or degree-seeking, full-time students entering that institution, and to disclose these rates to all students and prospective students. Further, Section 104 requires each institution that participates in any Title IV program and is attended by students receiving athletically-related student aid to submit a report to the Secretary of Education annually. This report is to contain, among other things, graduation/completion rates of all students as well as students receiving athletically-related student aid by race/ethnicity and gender and by sport, and the average completion or graduation rate for the four most recent years. These data are also required to be disclosed to parents, coaches, and potential student athletes when the institution offers athletically-related student aid. (IPEDS) *Office of Institutional Research & Assessment*

Student to Faculty ratio (IPEDS)- The ratio of FTE students to FTE instructional staff, (i.e., students divided by staff). Each FTE value is equal to the number of full-time students/staff plus 1/3 the number of part-time students/staff (IPEDS). *Office of Institutional Research & Assessment*

Tenure-track- Personnel positions that lead to consideration for tenure (IPEDS). *Office of Academic Affairs.*

Term faculty- Non-tenure-track faculty. See also **Not on tenure-track.** *Office of Academic Affairs.*

Time to Degree (Centenary)- This average is calculated only for students who entered Centenary University as a first-time full-time student and earned a Baccalaureate degree from the institution. Time to degree is the total time in years between the day of entry and date of degree completion. *Office of Institutional Research*

Title IV aid- Title IV aid to students includes grant aid, work study aid, and loan aid. These include: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), Academic Competitiveness Grant (ACG), National Science and Mathematics Access to Retain Talent Grant (National SMART Grant), Teacher Education Assistance for College and Higher Education (TEACH) Grant, Federal Work-Study, Federal Perkins Loan, Subsidized Direct or FFEL Stafford Loan, and Unsubsidized Direct or FFEL Stafford Loan. (IPEDS), *Office of Institutional Research & Assessment*

Transfer-In Student- A student entering the reporting institution for the first time but known to have previously attended a postsecondary institution at the same level (e.g., undergraduate, graduate). This includes new students enrolled in the fall term who transferred into the institution the prior summer term. The student may transfer with or without credit. (IPEDS), *Office of Institutional Research & Assessment*

Transfer-In Student- A student that leaves the reporting institution and enrolls at another institution. (IPEDS), *Office of Institutional Research & Assessment*

Unduplicated headcount- A total count of individual students enrolled for a particular academic term or academic year. Note that students may be enrolled in one or more courses for credit or in courses of different modalities (e.g., one traditional/main campus course, one SPS course), or sessions (e.g., FA16A and FA16B), but the “heads” of these individual students are only counted once. Data Notes: care should be taken to ensure that students who are taking both accelerated and traditional courses be assigned to the population related to their student type. See, compare with **Duplicated Headcount**; see also **Duplicated vs. Unduplicated counts.** *Office of Institutional Research & Assessment*

Unmet need- Centenary University Cost of Attendance minus anticipated resources minus Expected Family Contribution. Also referred to as the “Out of Pocket” variable in internal reports. *Office of Institutional Research & Assessment*

View- See **Data Access and Presentation Definitions (Users)**

Yellow Ribbon Program- A voluntary program through which participating public and private institutions can provide veterans and eligible beneficiaries additional institutional aid to cover the costs of tuition and fees at their institutions. The Yellow Ribbon Program is a supplementary program to the Post 9/11 GI Bill coverage of in-state tuition and fees. The Department of

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Veterans Affairs matches the institutional aid provided beyond the in-state tuition and fees, but to certain limit each year. (IPEDS), *Office of Institutional Research & Assessment*