



KANSAS BOARD OF REGENTS

GLOSSARY

Academic Support Program - Includes activities carried out in direct support of one or more of the three primary programs (Instruction, Research, and Public Service); activities include library services, museums, academic administration, course/curriculum development, and academic personnel development.

Academic Year (AY) - the academic year for the Regents institutions (and the state) refers to a sequence of Summer, Fall, Spring, the given year being the year in which the spring semester occurs (i.e. the YYYY Academic Year for data collection, covers Summer YYYY-1, Fall YYYY-1, and Spring YYYY). This is referred to as the data collection academic year.

- For **tuition and fees only**, “Academic Year” refers to a sequence of Fall, Spring, and Summer, the given year being the year in which the spring and summer semesters occur (i.e. the YYYY Academic Year for tuition, covers Fall YYYY-1, Spring YYYY, and Summer YYYY).
- Please note that the difference in academic year is for **tuition and fees only**, and all other tables or notes referencing AY in this publication are referring to **data collection** academic year.

Auxiliary Enterprises - Includes activities such as student unions, parking facilities, student health centers, and residence halls, which are self-supporting from user charges.

Completion - Completion refers to a series of reports and graphs designed to measure students who achieved a particular credential type or graduated with a particular degree. Graphs and charts have been designed to look at completions by a variety of categories including credential type, program type, age groups, race/ethnicity, gender, and residency status.

Continuing Instructional Faculty – Full time instructional faculty who were appointed during both the previous fiscal year and the present fiscal year.

Continuing Research and Public Service Faculty – Full time research and public service faculty who were appointed during both the previous fiscal year and the present fiscal year.

Credential Type - The credential type is the particular certificate or degree type a student earns in a given academic year. Credential types include short-term certificates, certificates, associate degrees, bachelor’s degrees, master’s degrees and doctoral degrees.

Educational and General Program (E & G) - The component of the University budget consisting of all activities, except auxiliary enterprises. The Educational and General Budget includes the Educational Program plus expenditures for Research, Public Service, Scholarships and the Physical Plant.

Education Program - A substantial component of a university budget consisting of the sum of (1) the Instruction Program, (2) the Academic Support Program, (3) the Student Services Program and (4) the Institutional Support Program.

Entrance Year - The Entrance Year is defined as the year in which a student or group of students first entered Kansas’ higher education system by enrolling in one of the system’s 32 institutions.

Fiscal Year (FY) - Abbreviation for fiscal year; the fiscal year for the Regents institutions (and the state) covers the period July 1 through the following June 30.

Full-time/Part-time Status (Students) –

- Full-time status for the undergraduate level is defined as enrollment in 12 or more credit hours per semester. Full-time status for the graduate and professional level is defined as enrollment in nine or more credit hours per semester.
- Part-Time status for the undergraduate level is defined as enrollment in less than 12 credit hours per semester. Part-time status for the graduate or professional level is defined as enrollment in less than nine credit hours per semester.

Full Time Equivalent (FTE) (Staff) - For budgeted staff positions, FTE represents the sum of (1) budgeted full time positions and (2) budgeted part-time positions equated to full time. There are different types of faculty FTE members:

- **Full Time Faculty Equivalents** – Staff who have faculty instructional/research/public service personnel, with faculty rank. This does not include lecturers, no rank faculty, or faculty in phased retirement.
- **Full Time Instructional Faculty** – Full time staff with faculty rank having primary assignment (50 or more percent) in Instruction.
- **Full Time Research and Public Service Faculty** – Full time staff with faculty rank having primary assignment (50 or more percent) in Research or Public Service.

Full Time Equivalent (FTE) (Students) - For fall enrollment, one FTE student is represented by 15 semester credit hours for undergraduate or 12 semester credit hours for graduate students, regardless of student level or program. For academic year enrollment, one FTE is represented by 30 credit hours of enrollment in an academic year for undergraduates and 24 credit hours of enrollment for graduate students in an academic year. Some institutions include additional factors for determining graduate student status when reporting to the National Student Clearinghouse, or for financial aid purposes, including GTA/GRA employment and/or enrollment in dissertation hours. IPEDS also uses additional criteria when determining graduate student status.

General Fee Funds - The funds to which revenue from tuition charges are deposited. Expenditures for General Fee Funds are one of the major components of the General Use budget.

General Use Funds - One of two major sources of funding of Regents institutions' operating budgets; general use funds consist primarily of state general fund appropriations, general fee (tuition) revenue, federal land grant funds (KSU only), and medical scholarship repayment funds (KUMC only).

Graduate Research Assistants – Graduate student support personnel who are paid with research dollars and support research activities.

Graduate Teaching Assistants – Graduate student support personnel who are paid with instructional dollars and support credit hour production.

Gross Building Area – Floor area contained in the building measured to the internal face of the external walls.

Headcount – Headcount is defined as the number of students enrolled in one or more postsecondary courses.

Institutional Support Program - Consists of activities carried out to provide for both the day-to-day functioning and the long-term viability of the institution as an operating organization; such activities include executive management, fiscal operations, general administrative services, logistical services and public relations/development.

Instruction Program - Includes activities related to the design and teaching of courses.

Kansas Higher Education Statistics (KHEStats) –It is a web-based reporting tool providing access to data about Kansas public postsecondary institutions. KHERS allows users to view trends, filter reports, and perform comparisons through regularly-updated dashboards, graphs and charts. KHEStats can be accessed at stats.kansasregents.gov.

Kansas State University Extension Systems and Agricultural Research Programs (KSRE) - a unit of Kansas State University which primarily serves a research function.

Operating Budgets - The total budget for all university activities with the exception of capital improvements.

Other Graduate Assistants – All graduate assistants who are not teaching or research assistants.

Other Operating Expenditures (OOE) - All operating expenditures of the Regents institutions other than those made for salaries and utilities; OOE commonly includes expenditures for faculty and staff travel, library acquisitions, equipment purchases, telecommunications, and supplies.

Physical Plant Program - Consists of those activities related to maintaining buildings and grounds, providing utility services, and planning and designing expansions and modifications of facilities.

Primary Faculty Assignment – 50 or more percent time devoted to a specific activity (research, instruction, public service). If an individual is appointed exactly 50 percent to instruction and 50 percent to another activity, the position is counted in the totals for instruction.

Public/Patient Service Program - Includes program elements established to make available to the public the various unique resources and capabilities of the institution for the purpose of responding to a community need; activities include patient care (KSUVMC only), community services, public broadcasting, and cooperative extension.

Public Service - Expenses for all activities budgeted specifically for public service and for activities established primarily to provide noninstructional services beneficial to groups external to the institution.

Race / Ethnicity- Starting in fall 2010, state universities were required to report student's race/ethnicity according to definitions and parameters established by U.S. Department of Education (IPEDS). According to these new definitions, universities are now able to report student's race/ethnicity in four newly created or modified categories: *Black or African-American*, *Asian*, *Native Hawaiian/Pacific Islander*, and *Two or more races*. The other race/ethnicity reporting categories are *White*, *Non-resident Alien*, *American Indian/Alaska Native*, *Asian*, and *Unknown*. The Hispanic ethnicity category includes all students who reported a Hispanic ethnicity, regardless of their race selection. Due to these race/ethnicity modifications, starting in fall 2010, the students in the Hispanic ethnicity category increased; the students in the "Unknown" category decreased.

Relative Funding - This term refers to financial comparisons between Regents institutions and designated peer institutions. Typically, the comparison is expressed as a percentage. Therefore, relative funding of 90 percent would indicate that for every dollar the peers are spending, our institutions are spending 90 cents.

Replacement Cost – Present day replacement cost of a similar function asset at pre-loss condition, which may not necessarily be the market value of the item and is typically distinguished from the actual cash payment which includes a deduction for depreciation.

Required Fees – Required fees include mandatory fees generally paid by all students. They do not include other fees institutions charge on a conditional basis (such as housing, certain lab fees, etc.).

Research Program - Includes activities intended to produce one or more research outcomes, including the creation of knowledge, the organization of knowledge, and the application of knowledge.

Resident by Exception - Students who were not domiciliary residents of Kansas at the beginning of the academic year but are classified as Kansas residents for tuition purposes pursuant to an allowable exception per statute.

Restricted Use Funds - One of two major sources of funding of Regents institutions' operating budgets; restricted use funds include all revenue from: gifts, grants and contracts from federal, state, local, and private sources; student fees other than tuition; all income from the operations of auxiliary enterprises; and all other revenues not designated as general use funds.

Retirements – Retirements among tenured and tenure track ranked faculty during the most recently completed fiscal year.

Scholarships/Fellowships Program - Includes financial assistance provided to students in the form of grants and scholarships.

Service Clearing Operations - Self-supporting operations, such as computing, printing, central stores, and central motor pool, which provide services for a fee to other institutional units.

State General Fund (SGF) - The fund to which much of state tax revenues are deposited and the fund from which the Regents institutions receive virtually all state tax support for their operating budgets.

State University Faculty Report (formerly DBTF) Section I: Salaries and Tenure Status of Full-Time Instructional Faculty - Section I reflects salaries and appointments of full-time instructional/research/public service personnel, with faculty rank and persons who have faculty credentials, faculty experience and faculty assignments, but who do not hold faculty rank, whose **primary** assignment is **instruction**. Primary is defined as 50 or more percent.

State University Faculty Report (formerly DBTF) Section V: Salaries and Tenure Status of Full-Time Research and Public Service Faculty - Section V reflects salary and tenure data for full-time persons, with faculty rank, and persons who have faculty credentials, faculty experience and faculty assignments, but who do not hold faculty rank, having primary assignment (defined as 50 or more percent) in Research or Public Service.

State University Faculty Report (formerly DBTF) Section VI: Salaries and Percentage Increases for Unclassified Personnel - Section VI is a summary of unclassified salary increases during the current fiscal year, for both continuing and non-continuing personnel.

State University Faculty Report (formerly DBTF) Section VII: Range of Unclassified Salary Increases, Continuing Personnel - Section VII reflects the range of unclassified salary increases granted during the fiscal year.

State University Faculty Report (formerly DBTF) Section VIII: Tenure Summary of Institutional Personnel - Section VIII is a headcount enumeration of all tenured personnel and personnel occupying tenure eligible positions on the reporting date. As this is a report of headcount, individuals holding tenure are counted as 1.0, regardless of their full-time equivalence for budgeting purposes. Individuals are counted in the activity where they spend the largest percentage of their time.

State University Faculty Report (formerly DBTF) Section IX: Faculty by Age and Discipline - Section IX is a headcount enumeration for faculty members, having primary responsibilities in instruction, research and public service by age and department, during the current fiscal year.

State University Faculty Report (formerly DBTF) Section XI: Departures by Rank and Type - Section XI reflects full-time tenure and tenure track ranked faculty in instruction, research and public service, who resigned, retired, or were terminated from the institution during the most recently completed fiscal year. Included are full-time faculty with primary assignment in the areas of instruction, research, or public service and having the ranks of instructor, assistant professor, associate professor and professor. The definition of full-time includes personnel on 9-month and 12-month appointments but excludes personnel employed as graduate assistants or employed on a less than full-time basis. Individuals departing the institution due to death were excluded.

State University Faculty Report (formerly DBTF) Section XIII: Budgeted FTE Positions by Program – Section XIII identifies budgeted FTE positions in each of the budgetary programs for the applicable fiscal year. Unclassified and classified positions have been reported separately, as well as general use and restricted use positions.

Student Service Program - Includes activities designed to contribute to the emotional and physical well-being of students; such activities include social/cultural development, counseling/career guidance, financial aid administration, student recruitment/admissions/records, and student service administration.

Student Success Index - The Student Success Index refers to a broad indicator developed specifically to provide a more comprehensive picture of student success across the sectors of higher education within the state of Kansas. The index accounts not only for graduates but also for those students who are retained, that is, still pursuing an education, either at the institution in which they first enrolled or another institution within or outside the state's higher education system. A separate index is available for each of the four sectors at stats.kansasregents.gov, on the "Student Success Index" tab.

- Given the diverse population and varying mission of community colleges and technical colleges, the Student Success Index provides a more comprehensive measure of institutional effectiveness than traditional graduation and retention rates.
- Outcomes for the Student Success Index are determined using data from both the KHEDS AY Collection and the National Student Clearinghouse. These outcomes are examined for an academic year cohort from the KHEDS AY Collection. The student is counted once per academic year for each institution. Translations have been made for merged institutions, and the current institution is used for the label. For completions, all completions reported to KBOR in the AY Completions File have been used. This may include stand-alone programs/occupational programs, certificates, and degrees. The segments on the index bar are mutually exclusive from left to right. Once the student is counted in one segment, that student is not counted in another segment.
- The Student Success Index varies from typical IPEDS measures in the following ways:
 - The index uses an academic year cohort, not the fall cohort. As of the 2017-18 IPEDS collection, IPEDS switched from using the Fall Enrollment component to the 12-Month Enrollment component as the cohort for the Outcome Measures survey.
 - The entrance year is the academic year in which the student entered the Kansas' public postsecondary education system.
 - The index includes part-time and full-time students, as well as transfer students.
 - Exclusions. IPEDS allows exclusion of students from the cohort such as death or total and permanent disability; service in the armed forces (including those called to active duty); service with a foreign aid service of the federal government, such as the Peace Corps; or service on official church missions. KBOR does not track or remove exclusions.
 - Formal transfer prep programs. If an institution has a formal transfer prep program, but that student does not receive a formal award from the first institution, the first institution can count the student as a grad if the student fulfills the transfer prep program and transfers to another institution. KBOR does not track transfer prep specifically.
 - IPEDS allows institutions to count completers as 'retained' in retention rates for 2-year institutions under some circumstances. These are broken out separately for the index.
 - Types of degrees/awards. In order to count a student or award for IPEDS the student must be seeking a formal degree, certificate, or award. KBOR and institutions have not always defined these in the same way, and some awards/occupational programs have not always been

collected by KBOR. The index counts postsecondary credit toward degrees, certificates, and stand-alone programs (occupational programs) if these have been submitted to KBOR. Any level of completion found within the specified timeframe is counted.

- Expected time to degree. For the success index, no differentiation regarding the length of a degree program was made. KBOR evaluates whether a student completed or retained at the end of each entrance year whereas IPEDS looks at 150% of the time of the degree program.
- Mergers. KBOR used translations for the merged institutions. It is uncertain how these were reported to IPEDS.

Tenure Appointments – Total full time instructional faculty members who are either tenured or are in positions which lead to consideration for tenure.

Tenured Persons - Total full time instructional faculty who have tenure.

Total Gross Area - Area measured to outside face of each enclosed floor of building, excluding the roof.

Total Salaries - The total fiscal year gross salary amount effective July 20 for faculty rounded to the nearest whole dollar. Exclusions in the total are payments for extra loads, summer teaching, and other stipends. The full salary amount for departmental chairmen is included in this total.

Unclassified Salaries - Salaries of unclassified employees, i.e. employees whose appointment and salaries are determined either by the Board of Regents or the institution's administration. Unclassified employees include faculty, presidents, the chancellor, most top-level administrators, and all other employees who are not classified employees, or the equivalent.

University Support Staff - Employees who were formerly classified civil service employees, i.e. employees whose salaries are determined according to a civil service pay plan established by the Legislature and who converted to university support staff pursuant to K.S.A 76-715a. All university support staff would be on regular permanent position with the only difference being that the administration of employment will be handled at the university level, and not the state. These employees typically include clerks, secretaries, custodians, police officers and skilled workers.