

## Definitions of Data Elements in College and Department Profiles

Marquette's Office of Institutional Research & Analysis (OIRA) produces the profiles annually each fall semester. These profiles represent a five-year snapshot of each Marquette college and department and contain a cross section of varied institutional data and information. As such, a primary purpose of these profiles is to provide college and department decision-makers with a high-level summary of the recent activities and trends within a department. The information below gives a concise description of the data and information available in the department profiles.

**Enrolled Majors (fall semester census snapshot)**. The enrolled majors represent the number of students enrolled in majors/programs offered by a department as of the fall semester census snapshot date of an academic year. The fall semester census is taken on the 5<sup>th</sup> Tuesday of the semester. A map of majors to departments and colleges can be found [online](#).

Primary Majors	The number of students with a primary major offered by the department.
Secondary Majors	The number of students with a secondary major offered by the department. Students enrolled in more than one major offered by a department may be counted once as a primary major and once (or more) as a secondary major.
Master's	The number of students pursuing a Master's degree offered by the department.
Ph.D	The number of students pursuing a Ph.D. degree offered by the department
Doctoral – professional practice	The number of students pursuing a doctoral – professional practice degree. This includes a D.D.S., J.D., D.P.T, and D.N.P
Certificate	The number of students pursuing a post-Bachelor's or post-Master's certificate offered by the department
Non-degree	The number of graduate students enrolled in a temporary or non-degree status within the department

**Student Headcount and FTE (fall semester census snapshot)** Student headcount and FTE (full-time equivalency) are measures of the unduplicated number of students enrolled in majors/programs offered by a department as of the fall semester census date (the fifth Tuesday of the term). FTE is the sum of all full-time plus one third part-time students enrolled. A map of majors to departments and colleges can be found [online](#).

Full-time Undergraduate (unduplicated)	The number of full-time undergraduate students enrolled in a major offered by the department. Full-time undergraduate students are enrolled in at least 12 credit hours. Students who are enrolled in more than one major offered by the department are only counted once.
Part-time Undergraduate (unduplicated)	The number of part-time undergraduate students enrolled in a major offered by the department. Part-time undergraduate students are enrolled in fewer than 12 credit hours. Students who are enrolled in more than one major offered by the department are only counted once.
Total Undergraduate Headcount	The total number of undergraduate student enrolled in a major offered by the department.
Total Undergraduate FTE	The number of full-time undergraduate students plus one-third the number of part-time undergraduate students enrolled in a major offered by the department.
Full-time Graduate	The number of full-time graduate/professional students enrolled in a program offered by the department. Full-time graduate students are enrolled in at least 9 credit hours. Full-time professional students are enrolled in at least 12 credit hours.
Part-time Graduate	The number of full-time graduate/professional students enrolled in a program offered by the department. Full-time graduate students are enrolled in fewer than 9 credit hours. Full-time professional students are enrolled in fewer than 12 credit hours.
Total Graduate Headcount	The total number of graduate/professional students enrolled in a program offered by the department
Total Graduate FTE	The number of full-time graduate/professional students plus one-third the number of part-time graduate/professional students enrolled in a major offered by the department.
Grand Total Headcount	The total number of students enrolled in a major/program offered by the department.
Grand Total FTE	The number of full-time students plus one-third the number of part-time students enrolled in a major offered by the department.

**Student Credit Hours (SCH) (fall and spring semesters).** Student credit hours (SCH) are calculated by summing the number of course credit hours taken by students enrolled in classes offered by a department in the fall and the spring semesters. The student enrollment data are captured on the census snapshot dates of the fall and the spring semesters (the fifth Tuesday of the fall term and the fourth Tuesday of the spring term).

Lower division (undergraduate)	The number of SCH in courses offered by the department with catalog numbers of 1000 – 2999
Upper division (undergraduate)	The number of SCH in courses offered by the department with catalog numbers of 3000 – 4999
Total Undergraduate	The number of SCH in courses offered by the department with catalog numbers of 1000 – 4999
Graduate / Professional	The number of SCH in courses offered by the department with catalog numbers of 5000 – 8999
Grand Total	The total number of SCH in courses offered by the department

**Percent Student Credit Hours (SCH) Taught to Non-Majors** (fall and spring semesters)

Student credit hours are calculated by summing the number of course credit hours taken by students enrolled in classes offered by a department in the fall and the spring semesters. The percentage of SCH taught to non-majors is the portion of credit hours offered by the department in which the enrolled students are pursuing majors which are not offered by the department.

% Lower division SCH	The percentage of lower division SCH (courses with catalog numbers of 1000-2999) taken by students not majoring in a program offered by the department.
% Upper division SCH	The percentage of upper division SCH (courses with catalog numbers of 3000-4999) taken by students not majoring in a program offered by the department.
% Total Undergraduate SCH	The percentage of undergraduate SCH (courses with catalog numbers of 1000-4999) taken by students not majoring in a program offered by the department.
% Graduate/Prof SCH	The percentage of graduate/professional SCH (courses with catalog numbers of 5000-8999) taken by students not majoring in a program offered by the department.
% Total SCH	The percentage of all SCH taken by students not majoring in a program offered by the department.

**Undergraduate Class Size (fall and spring semesters).** Undergraduate class size is a categorization of class sections offered by a department based on the total number of students enrolled in the class section as of the census snapshot dates of the fall and the spring semesters (fifth Tuesday of the fall term and fourth Tuesday of the spring term). Undergraduate class sections are any section with at least one degree-seeking, undergraduate student enrolled for credit and excludes distance learning classes, internships, practica, labs, discussion sections, and individual instruction such as dissertations, thesis hours, independent studies, and one-on-one readings. Each class section is counted only once and is not duplicated because of course catalog cross-listings. Note that this measure is used by US News and World Reports rankings.

2 - 9 students	The percentage of undergraduate class sections offered by the department with 2-9 students enrolled.
10 - 19 students	The percentage of undergraduate class sections offered by the department with 10-19 students enrolled.
20 - 29 students	The percentage of undergraduate class sections offered by the department with 20-29 students enrolled.
30 - 39 students	The percentage of undergraduate class sections offered by the department with 30-39 students enrolled.
40 - 49 students	The percentage of undergraduate class sections offered by the department with 40-49 students enrolled.
50 - 99 students	The percentage of undergraduate class sections offered by the department with 50-99 students enrolled.
100-199 students	The percentage of undergraduate class sections offered by the department with 100-199 students enrolled.
200+ students	The percentage of undergraduate class sections offered by the department with 200+ students enrolled.
Total Classes	The total number of undergraduate class sections offered by the department.

**Degrees Awarded (academic year: July 1 through June 30).** The total number of degrees awarded to students who graduate with a major offered by a department. Note that the last year of degrees in the profile may not be populated as the most recent year may not yet have completed.

Bachelor's	Total number of students earning a degree with a major offered by the department. Students graduating with more than one major offered by a department are counted more than once (duplicated headcount).
Master's	Total number of students earning a Master's degree offered by the department.
Ph.D.	Total number of students earning a Ph.D. degree offered by the department
Doctoral – Professional Practice	Total number of students earning a professional practice degree offered by the department (includes D.D.S., J.D., D.P.T., and D.N.P)
Total Degrees	Total number of degrees earned by students in majors/programs offered by the department.
Certificates	Total number of students earning post-Bachelor's and post-Master's certificates offered by the department.

**Faculty Headcount (November 1st snapshot)**. The faculty headcount are the number of faculty appointed to the department as of November 1<sup>st</sup> of an academic year. The information is extracted from the Human Resources database.

Assistant Professors	The number of tenure-track faculty with the academic rank of assistant professor.
Associate Professors	The number of tenured faculty with the rank of associate professor.
Full Professors	The number of tenured faculty with the rank of full professor.
Total Tenure/Tenure Track Faculty	The number of regular faculty who are tenured/on a tenure track who are appointed to the department.
Full-Time Participating Instructional	Full-time faculty who are not on a tenure track whose primary job responsibility is instruction.
Part-Time Participating Instructional	Part-time faculty who are not on a tenure track whose primary job responsibility is instruction.
Total Participating Instructional	The total number of faculty who are not on a tenure track whose primary job responsibility is instruction.
Total Instructional Faculty	The total number of tenured/tenure-track and participating (non-tenure-track) faculty whose primary job responsibility is instruction.
Non-Instructional Faculty	The total number of faculty, typically full-time, whose primary job responsibility is research or public service. Typical job titles are research professor, research associate, post-doctoral fellow, or lab coordinator.

**Staff Headcount (November 1st snapshot)** The staff headcount are the number of staff appointed to the department as of November 1<sup>st</sup> of an academic year. The information is extracted from the Human Resources database.

Full-time Exempt	Staff hired as full-time employees who are salaried.
Part-time Exempt	Staff hired as part-time employees who are salaried.
Total Exempt	Total number of staff who are salaried.
Full-time Non-Exempt	Staff hired as full-time employees who are paid hourly.
Part-time Non-Exempt	Staff hired as part-time employees who are paid hourly.
Total Non-Exempt	Total number of staff who are paid hourly.
Total Staff	Total number of staff.

**Metrics** Combines two data elements in the profile to create a ratio.

FTE is full-time equivalency. For student, faculty and staff, FTE is the sum of the number of full-timers plus one-third the number of part-timers.

Student FTE/TT Faculty	Grand Total FTE Students to Total Tenured/Tenure Track Faculty
Student FTE/Total Instructional FTE	Grand Total FTE Students to Total Instructional Faculty FTE
Student FTE/Total Staff FTE	Grand Total FTE Students to Total Staff FTE
SCH/TTF	Grand Total Student Credit Hours (SCH) to Total Tenured/Tenure Track Faculty
SCH/Total Instructional Faculty FTE	Grand Total Student Credit Hours (SCH) to Total Instructional Faculty
SCH/Total Staff FTE	Grand Total Student Credit Hours (SCH) to Total Staff
Instructional Faculty FTE/Staff FTE	All instructional faculty FTE to the staff FTE. See the definition of FTE above.

*If you have any questions about the Profiles or any other OIRA product please contact [oir@marquette.edu](mailto:oir@marquette.edu).*