

2009 National Study of Instructional Costs and Productivity

Submitting Data in Fixed Column ASCII Format

You may submit your data in an ASCII file where each cell in the data input form resides in a particular position in the record. Indicated in each box is the starting position in the record where each individual data is to be inputted. Please find complete instructions for submitting data at www.udel.edu/IR/cost before you proceed.

Important note: Please differentiate between zeros and blanks for all numeric data fields. Blanks will be treated as missing values.

Institution's FICE code:

Department/Discipline:

Associated CIP Identifier:

Please indicate the **average** number of degrees awarded in this discipline at each degree level over the period from 2005-06 through 2007-08. If a degree level is not offered, leave as zero. If data are not available, please enter 'm' in the boxes.

Bachelor's:

Master's:

Doctorate:

Professional:

Place an 'X' in the box below if this discipline is non-degree granting.

A. INSTRUCTIONAL COURSELOAD: FALL SEMESTER, 2008

Please complete the following matrix, displaying student credit hours and organized class sections taught, by type of faculty, and by level of instruction. Be sure to consult definitions before proceeding.

Faculty			Student Credit Hours									Organized Class Sections				
Classification	FTE Faculty			(D) Lower Div. OC*	(E) Upper Div. OC*	(F) Undergrad Indv. Instruct.	(G) Total Undergrad SCH	(H) Grad OC*	(I) Graduate Indv. Instruct.	(J) Total Graduate SCH	(K) Total Student Credit Hours	(L) Lab/Dsc/Rec. Sections	Other Section Types (Lecture, Seminar, etc.)			(P) Total
	(A) Total	(B) Sep. Budg.	(C) Instructional										(M) Lower Div.	(N) Upper Div.	(O) Graduate	
<i>Regular faculty:</i>																
- Tenured/Tenure Eligible	86	91		96	101	106	111	116	121	126		131	136	141	146	
- Other Regular Faculty	151	156		161	166	171	176	181	186	191		196	201	206	211	
Supplemental Faculty	216			221	226	231	236	241	246	251		256	261	266	271	
<i>Teaching Assistants:</i>																
- Credit Bearing Courses	276			281	286	291	296	301	306	311		316	321	326	331	
- Non-Credit Bearing Activity	336											341	346	351	356	
TOTAL																

* OC = Organized Class

In the box to the right, indicate the number of individualized instruction student credit hours from the total that are devoted to supervised doctoral dissertation

Indicate your academic calendar: ('S' for semester; 'Q' for quarter)

Reminder: Use Fall 2008 semester data as of your official census date.

Important note: If you cannot differentiate between "Organized Class" and "Individualized Instruction" student credit hours, assign all credit hours to the appropriate "Organized Class" column. Similarly, if you cannot differentiate between "Lower Division" and "Upper Division" undergraduate student credit hours, report all those hours under "Total Undergraduate SCH."

B. COST DATA: ACADEMIC AND FISCAL YEAR 2008-09

- Total student credit hours generated during Academic Year 2008-09 that were supported by the department/discipline instructional budget. (NOTE: Semester calendar institutions will typically report fall and spring student credit hours; quarter calendar institutions will report fall, winter, and spring student credit hours.)

<input style="width: 100%;" type="text" value="371"/>	A. Undergraduate
<input style="width: 100%;" type="text" value="376"/>	B. Graduate

- Total direct expenditures for instruction in Fiscal Year 2008-09

<input style="width: 100%;" type="text" value="381"/>	A. Salaries	Are the benefits included in the number reported for salaries(Y/N)?	<input style="width: 50px;" type="text" value="411"/>
<input style="width: 100%;" type="text" value="391"/>	B. Benefits	If the dollar value is NOT available, what percent of salary do benefits constitute at your inst.	<input style="width: 50px;" type="text" value="416"/>
<input style="width: 100%;" type="text" value="401"/>	C. Other than personnel expenditure:		
	D. Total		

- Total direct expenditures for separately budgeted research activities in Fiscal Year 2008-09
- Total direct expenditures for separately budgeted public service activities in Fiscal Year 2008-09