

**Sample Departmental Data**

Institution:

Department/Discipline:

Associated CIP Identifier:

Please indicate the average number of degrees awarded in this discipline at each degree level over the last 3 completed academic years. If not available, please enter 'm' in the boxes

Bachelor's:	<input type="text" value="12.5"/>
Master's :	<input type="text" value="6.3"/>
Doctorate:	<input type="text" value="1.0"/>
Professional:	<input type="text" value="0.0"/>

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

**A. INSTRUCTIONAL COURSELOAD: FALL TERM DATA**

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. Do not input data in shaded cells except for those mentioned in the important note below that pertains to (G) and (J).

Faculty	Student Credit Hours											Organized Class Sections				
	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	12.00	1.16	10.84	468	930	21	1,419	462	32	494	1,913	2.0	6.0	10.0	7.0	25.0
- Other Regular Faculty	2.00	0.00	2.00	126	189	4	319	0	0	0	319	2.0	2.0	3.0	0.0	7.0
Supplemental Faculty	2.75	NA	2.75	300	216	0	516	108	0	108	624	0.0	5.0	4.0	2.0	11.0
<i>Teaching Assistants:</i>																
- Credit Bearing Courses	1.50	NA	1.50	510	0	0	510	0	0	0	510	0.0	6.0	0.0	0.0	6.0
- Non-Credit Bearing Activity	4.50	NA	4.50	NA	NA	NA	NA	NA	NA	NA	NA	12.0	0.0	0.0	0.0	12.0
<b>TOTAL</b>	<b>22.75</b>	<b>1.16</b>	<b>21.59</b>	<b>1,404</b>	<b>1,335</b>	<b>25</b>	<b>2,764</b>	<b>570</b>	<b>32</b>	<b>602</b>	<b>3,366</b>	<b>16.0</b>	<b>19.0</b>	<b>17.0</b>	<b>9.0</b>	<b>61.0</b>

\* OC = Organized Class NA = Not applicable

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:

Semester:  X  Quarter:

Reminder: Use fall 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 DATA**

1. Total student credit hours generated during the academic year 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 type="text" value="5,601"/>	A. Undergraduate
<input type="text" value="1,290"/>	B. Graduate

2. Total direct expenditures for instruction in the fiscal year

<input type="text" value="\$820,000"/>	A. Salaries	Are the benefits included in the number reported for salaries(Y/N)?	<input type="text" value="N"/>
<input type="text" value="\$246,000"/>	B. Benefits	If the dollar value is NOT available, what percent of salary do benefits constitute at your inst.	<input type="text" value="0.00%"/>
<input type="text" value="\$213,000"/>	C. Other than personnel expendit		
<input type="text" value="\$1,279,000"/>	D. Total (including benefits if it was calculated)		

3. Total direct expenditures for separately budgeted research activities in the fiscal year

4. Total direct expenditures for separately budgeted public service activities in the fiscal year