

Glossary of Terms

Accounting Method

For a given course and section, a state-required code which indicates the reimbursement mode of the course, e.g., “positive attendance” pertaining to courses which collect precise hours of student attendance and for which the college is reimbursed per hour—“Weekly Census One Seats” refers to full-term classes which are not open-enrollment and for which the college is reimbursed based on student enrollment at census week.

Age Group

Age within one of the following ranges: 16-19, 20-24, 25-29, 30-34, 35-39, 40-49, 50 plus or “No Response”. Based on birthday declared on application for admission; recalculated each semester.

All Courses Successfully Passed-Mean % (ALL CRSES%)

For each student, courses passed with a grade of C (CR) or better divided by total number of enrolled courses. These passing percents are then summed and divided by the **number of students** to determine the Mean %.

All Crses%-See All Courses Successfully Passed.

Average Hours Attended (HOURS ATTENDED)

Total number of **positive attendance hours** divided by the number of students with positive attendance hours (all Noncredit students and selected Credit students) (**Hours attended denominator**).

Average Number of Courses Enrolled (COURSES)

Total number of enrolled courses divided by the **Number of Students**.

Average Number of Units Enrolled (ENROLLED UNITS)

Total number of enrolled units divided by the **Unit Denominator**.

Banner Messages

Responses from the STARS registration system which students may receive when they attempt to register for a credit course section:

Registered-Student registration for a class section was successful. Includes registrations later dropped by the student.

Closed-The course section students are attempting to enroll in is full.

Co-req/pre-An unmet co- or prerequisite is required for registration in the section.

Repeated-Students are attempting to repeat a course that they are not allowed to repeat.

Other-All other Banner messages not explicitly listed above. These include the messages "Maximum hours exceeded", "Duplicate Course", "Time Conflict" as well as others.

Basic Skills Courses Successfully Passed- Mean % (BASIC SKILLS%)

For each student, basic skills courses passed with a grade of C (CR) or better divided by total number of enrolled basic skills courses. These passing percents are then summed and divided by the **basic skills% denominator** to determine the Mean %.

Basic Skills %-See **Basic Skills Courses Successfully Passed.**

Basic skills % Denominator

Number of students enrolled in transfer courses. Used for **Basic Skills Courses Successfully Passed.**

Campus

Based on student course enrollment for a given term. A student may be taking courses at more than one campus for a given term—they will be included for each campus at which they are taking courses.

Census

A particular day on which a number of important enrollment figures are calculated. The census for all full-term courses is the same; however, for short-term courses it varies by course.

Census One Seats

The total number of seats for census-funded courses filled at **census**. **WSCH** is derived from this number. Excludes positive attendance sections, community service (CS) and grant-funded (CG) sections.

Census Wk1

The total number of seats filled at **census** including students who are not state apportioned on the basis of census (i.e. it includes positive attendance sections). This figure is used to indicate how many successful course registrations resulted in students who remained enrolled in the course as of census.

Closed- See **Banner Messages.**

Co-req/pre- See **Banner Messages.**

Cohort

A meaningful grouping of people. For example, all students who are enrolled at a particular campus, or in a particular department or course, could be considered a “cohort.”

Course

Course number per the CCSF Schedule of courses.

Courses-See **Average Number of Courses Enrolled**

CRN

Course Registration Number. This number is used to identify a particular class and section within Banner.

CR/NC-See Credit/Noncredit.

Credit/Noncredit

Only grades of CR and NC are given for the course.

Day/Eve (Session)

For a given course, the start time and day. Day courses are courses which begin on or after 6:00 a.m. and before 4:30 p.m and has days scheduled within the Monday through Friday range, Irregularly Scheduled, or To Be Arranged. Students are considered day students when all their enrolled courses fit the “day” parameters. A student enrolled in at least one evening course is considered to be an evening student. Currently, no figure exists which indicates students who are exclusively evening students.

Department-See Subject.

Edgoal-See Educational Goal.

Edlevel-See Educational Level.

Educational Goal (EDGOAL)

Initially stated by the student on the application for admission—can be altered via counseling.

Educational Level (EDLEVEL)

The highest educational level a student has completed as indicated on their application for admission.

End of Term

This figure is used to indicate how many successful course registrations resulted in students who remained enrolled in the course to the end of the semester. Unlike **CensusWk1**, includes late adds and excludes late drops and withdrawals.

Enrollment Status (STATUS)

Enrollment status can take one of the following forms: concurrent high school, continuing, new first-time, new transfer, returning, or unknown. “Concurrent high school” indicates simultaneous enrollment at CCSF and a local high school. A continuing student was enrolled at CCSF the prior Fall or Spring semester. A new first-time student has not previously taken any college level courses. A new transfer student has taken college level courses at another institution of higher education, but not at CCSF. A returning student was not enrolled during the prior semester (irrespective of summer enrollment) but has previously been a CCSF student.

Enrolled Units-See Average Number of Units Enrolled.

Ethgrp-See Ethnicity.

Ethnicity (ETHGRP)

Ethnicity is declared when first applying for admission to CCSF.

Full Time Equivalent (FTE)

Full time equivalent instructional faculty. That is, the number of faculty at a standard, full teaching load needed to teach the offered courses. In the productivity module, some instructional FTE exists within a department but without associated sections, courses, or WSCH. These FTE primarily result from department chair release time which is considered instructional but is not related to any particular courses.

FTE- See Full Time Equivalent faculty

FTES-See Full Time Equivalent Students.

Full Time Equivalent Students (FTES)

Based on 15 hours of course work per week.

(Noncredit FTES = Total Positive Attendance Hours divided by 525).

FullPart-See Student Load.

Gender

Male, female, or unreported per application for admission.

Grade Point Average (GPA)

Calculated by multiplying course grade (A=4, B=3, C=2, D=1, F=0) by number of units for each course, summing all courses, then dividing the total grade points by the total number of units enrolled. **See also Mean Grade Point Average.**

GPA Denominator

Students who received an A, B, C, D, or F grade in a course.

High School of Origin (HSCHOOL)

The name of the high school a student attended as listed on their application for admission.

High School Type (HSTYPE)

The kind of high school a student attended, grouped into one of the following categories (listed in hierarchical order): San Francisco Unified, San Francisco Private, other San Francisco, San Mateo, other California, other U.S., foreign, other/unknown, or “missing data”.

Hours Attended-See Average Hours Attended.

Hours Attended Denominator

Number of students with **positive attendance hours** (all Noncredit students and selected Credit students). Used to calculate **Average Hours Attended**.

Hschool-See **High School of Origin**.

Hstype-See **High School Type**.

Load

Faculty load is the ratio of WSCH and FTE. For noncredit, an additional factor of .55 is added due to the lower funding levels for noncredit compared to credit:

NonCredit Load = WSCH / (FTE x .55)

Credit Load = WSCH / FTE

Mean Grade Point Average (MEAN GPA)

Sum of all GPAs divided by the **GPA Denominator**. See also **Grade Point Average**.

Number of Students

Student who remained enrolled after Census or, especially in NonCredit, earned eight or more positive attendance hours. This definition mirrors the definition the State Chancellor's Office uses for much of its reporting. *Note: this is an enrollment figure not a funding figure. Funding is determined by WSCH and Positive Attendance Hours.*

Percent Closed

Percent of Total attempts to register which resulted in closed section messages.

See Banner Messages.

Percent Registered

Percent of Total attempts to register which resulted in a successful course registration.

See Banner Messages.

Persistence

Number of students who continued to be enrolled at CCSF from one semester to the next, or one year to the next. **See Students Persisting to Following Year and Students Persisting to Following Term.**

Positive Attendance Hours

For Noncredit, the number of course hours a student has attended during a given semester. Some short-term Credit courses are also recorded in terms of Positive Attendance.

Residency-See **Residency Status**.

Residency Status (RESIDENCY)

Residency status can be California resident, foreign resident, out-of-state, or unknown, per application for admission. Residency status is not collected for Noncredit students.

Registered-See **Banner Messages**.

Repeated- See **Banner Messages**.

Retained%-See **Units Retained**

SAM code

For a given course and section, a state-required code which indicates the degree to which a course may be vocational in nature.

Sections

The number of course sections taught in a given semester. One course number can be shared by multiple sections.

Semester

Fall, spring, or summer terms. **See term**.

Session (Day/Eve)

For a given course, the start time and day. Day courses are courses which begin on or after 6:00 a.m. and before 4:30 p.m and has days scheduled within the Monday through Friday range, Irregularly Scheduled, or To Be Arranged. Students are considered day students when all their enrolled courses fit the “day” parameters. A student enrolled in at least one evening course is considered to be an evening student. Currently, no figure exists which indicates students who are exclusively evening students.

Status-See **Enrollment Status**.

Student Load (STUDLOAD)

A student’s course load for a given semester. Full-time load for Fall and Spring terms is 12.0 or more course units. Part-time load is less than 12.0 or more units. For summer, the pivotal figure is 6.0.

Students Persisting to Following Term (TERM PERSIST)

Number of students in a given term who re-enroll at CCSF during the following term (irrespective of summer). **See Persistence**.

Students Persisting to Following Year (YEAR PERSIST)

Number of students in a given term who re-enroll at CCSF during at least one term in the following year (irrespective of summer). **See Persistence**.

Studload-See **Student Load**.

Subject

Departmental subject areas as listed in the City College Time Schedule.

Success%-See Units Successfully Passed.

Term

Fall, spring or summer semesters. **See Semester.**

Term Persist-See Students Persisting to Following Term.

Total [in Registration Outcomes modules]

All attempts, successful and unsuccessful, to register. Only one registration outcome per student per course in Course Module. Only one registration outcome per student per CRN in Section Module.

Transferable Courses Successfully Passed- Mean % (TRANSFER%)

For each student, transfer courses passed with a grade of C (CR) or better divided by total number of enrolled transfer courses. These passing percents are then summed and divided by the **transfer% denominator** to determine the Mean %.

Transfer%-Transferable Courses Successfully Passed.

Transfer% Denominator

Number of students enrolled in transfer courses. Used for **Transferable Courses Successfully Passed.**

Unit Denominator

The number of students enrolled in unit-bearing courses, minus all drops and Report Delayed (RD) records. Used as the basis for averaging the **Enrolled Units, Success% and Retained%.**

Unduplicated Headcount-See Number of Students.

Units

Unit of work. The standard unit, a measurement of college work, represents one college hour of classwork weekly for one semester. In some courses, however, such as those in physical education and the laboratory arts and sciences, a greater number of hours of classwork are required weekly for each unit than in other courses. (Source: CCSF Catalog.) Number of units which make up one course, most commonly 3.0.

Units Retained-Mean% (RETAINED%)

The number of units for which students received an A through F, CR, or NC grade divided by the total number of enrolled units. These retained percents are then summed and divided by the **unit denominator** to determine the Mean %.

Units Successfully Passed-Mean% (SUCCESS%)

The number of units passed with a grade of C (CR) or better divided by the total number of enrolled units. These passing percents are then summed and divided by the **unit denominator** to determine the Mean %.

Vocational Courses Successfully Passed-Mean % (VOCATIONAL%)

For each student, vocational courses passed with a grade of C (CR) or better divided by total number of enrolled vocational courses. These passing percents are then summed and divided by the **vocational% denominator** to determine the Mean %.

Vocational%-Vocational Courses Successfully Passed.

Vocational% Denominator

Number of students enrolled in transfer courses. Used for **Vocational Courses Successfully Passed.**

Weekly Student Contact Hours (WSCH)

Students in a class at Census multiplied by faculty contact hours including lab hours -- excluding some grant-funded hours.

(Noncredit WSCH = Total Positive Attendance Hours divided by 17.5). *Note: Resident WSCH is used as a basis for state apportionment. Resident refers to CA state residency*

WSCH-See Weekly Student Contact Hours.

Year

The years for which data is available through the DSS. In general, data is available from Spring 1998 forward; Spring 1998 was the year in which Banner Student was instituted.

Year Persist-See Students Persisting to Following Year.

Zip Code

Zip codes are listed for 21 districts within the city of San Francisco. In addition, there are zip codes listed for Colma/San Bruno, Daly City, South San Francisco, "Other San Francisco districts", unspecified San Mateo districts starting with the 944- prefix and the 940- prefixes, Alameda county unspecified codes starting with the 945-, 946-, and 947- prefixes, an unspecified code for Contra Costa county, an unspecified code for Marin county, and a general "other zip code" category.