

CRITERIA NOTES AND DEFINITIONS¹

Financial Data Notes and Definitions

Criterion 7: Revenue and Other Resources Generated by the Program

- I. **FYxxx - Program Net Tuition & Fee Revenue (1st Majors)**
 - a. *Time Period:* Fiscal Year (July 1 – June 30)
 - b. *Description:* Net tuition & fee revenue based on Gross tuition and fee revenue minus financial aid awarded to every student enrolled in the program, regardless of where the courses were that they took. Then total net tuition and fee revenue attributable to students as second to fourth majors is backed out of this number.
NOTE: It may be helpful to reference this column along with data points in Criterion 3 re: Number of students enrolled, Number of student credit hours generated by students in the program, Number of student credit hours generated by students in the program in courses offered by the department in which the program resides, and Number of student credit hours taught by the department.
 - c. *Constraints:* Cannot be considered in isolation must be compared to sum of all majors. Does not include other revenues relating to the student such as Room & Board
 - d. *Purpose:* Direct revenues earned by program, indicates level of discounting being used to attract students into the program without another Major

- II. **FYxxx -Program Net Tuition & Fee Revenue (2nd – 4th Majors)**
 - a. *Time Period:* Fiscal Year
 - b. *Description:* This is the portion of net revenue backed out from the students primary major.
NOTE: It may be helpful to again reference data in Criteria 3 along with this column.
 - c. *Constraints:* Cannot be considered in isolation must be compared to sum of all majors. Does not include other revenues relating to the student such as Room & Board
 - d. *Purpose:* Direct revenues earned by program, indicates level of enrollment in program associated with a second, third, or fourth major.

- III. **FYxxxx - Department's Course Offerings' Tuition and Fee Revenue**
 - a. *Time Period:* Fiscal Year
 - b. *Description:* Net Tuition & Fee revenue based on credits taught by the department to ALL programs across the university. Uses the programs mapped to the departments to determine the proportion of Department revenue attributable to the program based on the total credit hours of all the program attributable to that department under review.
 - c. *Constraints:* Allocates the Department total revenue to the Programs. Is inconstant with the Program view but required as Programs are used as lenses. The sum of the department's revenue will be different o the sum of the program net tuition revenue as the department may be teaching courses to student enrolled in programs outside of the department
 - d. *Purpose:* Provides a way to see the total department revenues not just those related to programs the department owns.

¹ Data extraction software program provided by Michael Leardi Consulting.

- IV. **FYxxxx - Department's Grant Revenue**
- a. *Time period:* Fiscal Year
 - b. *Description:* Grant revenue attributable to the department allocated to the programs the department has mapped to it. Revenues allocated proportionally to each program based on the total credits of the combined programs
 - c. *Constraints:* Department view is inconsistent with program view - total revenue assigned to all programs allocated to the department will equal the departments grant & Contract total revenue
 - d. *Purpose:* Other non-tuition revenue attributable to the department faculty

Criterion 8: Costs and Other Expenses Associated with the Program

- I. **FYxxxx - Expenses associated with offering the program (Faculty SWEB)**
- a. *Time Period:* Fiscal Year
 - b. *Description:* Faculty salary, wages & employee benefits (SWEB) attributable to the program. Faculty SWEB is allocated by credits taught on each course the student enrolled in the program took during a term regardless of the department of the faculty. Faculty SWEB is allocated to each credit taught proportional to the number of credits taught in total for a given term. e.g. \$105k salary + \$45k benefits / 3 credits = \$50k per credit
 - c. *Constraints:* Does not reflect department only expenses but ALL faculty expenses related to teaching students enrolled in this program regardless of the faculty's home department
 - d. *Purpose:* Shows cumulative Faculty SWEB costs associated with students enrolled in the program - makes comparison to Net Tuition & Fee revenue for program possible
- II. **FYxxxx – Department's Instructional Expenses (Inload, AOL, Cnt9)**
- a. *Time Period:* Fiscal Year
 - b. *Description:* n/a (all Faculty costs - including AOL are included in the Expense associated with offering the program)
 - c. *Constraints:* n/a
 - d. *Purpose:* n/a
- III. **FYxxxx - College expenses attributable to department**
- a. *Time period:* Fiscal Year
 - b. *Description:* Includes expenses incurred at the College level, excluding departmental costs. These are expenses such as Supplies, advertising, equipment, student workers, project salaries, program development and admin and support salaries and associated benefits. It does NOT include any allocated overhead from other areas of the university. This is a program view so it is allocated based on credits and includes all expenses attributable to the student enrolled in this program irrespective of home department
 - c. *Constraints:* As this is a program view the expenses reflect the cost of students enrolled in the program not faculty home department.
 - d. *Purpose:* Provides a view of delivering the program which includes direct academic support and the costs of managing contracts and scheduling as well as accreditation and other academic requirements
- IV. **FYxxxx - Divisional expenses attributable to department (Academic support)**
- a. *Time period:* Fiscal Year

- b. *Description:* Includes expenses for supplies, postage, awards, as well as student, admin and support salaries and benefits directly incurred by offices such as the Provost office, Registrar, Student success, Teaching & Learning. It does NOT include any allocated overhead from other areas of the university. This is a program view so it is allocated based on credits and includes all expenses
 - c. *Constraints:* As this is a program view the expenses reflect the cost of students enrolled in the program not faculty home department.
 - d. *Purpose:* Provides a view of delivering the program which includes direct academic support as well activates directly related to students required to be enrolled at rider such as the registrar's office as well as academic support and regulatory requirements such as maintaining accreditation and reporting to government agencies needed to access federal funding
- V. **FYxxxx - TOTAL EXPENSES**
- a. *Time period:* Fiscal year
 - b. *Description:* Sum of all expenses described in Criterion 8
 - c. *Constraints:* This includes expenses that are not controllable or directly driven by any individual program so may distort value of any individual program and the results of changes in a program.
 - d. *Purpose:* Shows a total of academic and direct student academic related expense to running a program.
- VI. **FYxxxx - Ratio (%) of Operational and Instructional Costs to Total Revenue.**
- a. *Time period:* Fiscal Year
 - b. *Description:* [FYxxxx - Expenses associated with offering the program (Faculty SWEB) + FYxxxx - Department's Operating Expenses (CM1 less SWEB)] divided by [FYxxx - Program Net Tuition & Fee Revenue (1st Majors)]
 - c. *Constraints:* Ratio without context is limited in use
 - d. *Purpose:* n/A
- VII. **FYxxxx - Program's Profit/Loss**
- a. *Time Period:* Fiscal Year
 - b. *Description:* [FYxxxx - Program Net Tuition & Fee Revenue (1st Majors)] minus [FYxxxx - TOTAL EXPENSES]
 - c. *Constraints:* Only looks at program revenue driven by primary students
 - d. *Purpose:* n/a
- VIII. **FYxxxx - Program's Profit/Loss (1st-4th majors)**
- a. *Time period:* Fiscal Year
 - b. *Description:* [FYxxxx - Program Net Tuition & Fee Revenue (1st , 2nd, 3rd, and 4th Majors)] minus [FYxxxx - TOTAL EXPENSES]
 - c. *Constraints:* Looks at program revenue driven by students enrolled in the program as a 1st-4th major.
 - d. *Purpose:* n/a

Academic Notes and Definitions

Criterion 2: External Demand for the Program

- I. Fall semester was used because it is the most common term for when data are federally reported (i.e., National Center for Education Statistics)
- II. All external demand numbers were taken from the fall admissions cycle. Graduate programs who do not admit in the fall have this noted within their cells.
- III. If the “# of new students enrolled” is greater than Criterion 4’s ”Fall census number of students enrolled” it is because a student might have enrolled in program X on the admissions side, but then changes his/her major OR leaves Rider prior to our Fall census date (first week of October). This is an extremely rare occurrence.

Criterion 3: Internal Demand for the Program

- I. Fall census the point-in-time when our final enrollment numbers are captured. This occurs four weeks after the start of the fall semester, typically the first week of October.
- II. Any credit hours entered reflect the # of credits generated during the fiscal year (July 1 - June 30). For example, the "2018 Fall Census-Number of student credit hours generated by students in the program" represents the 2019 fiscal year which covers the following academic terms: Summer II 2018, Fall 2018, J-Term 2019, Spring 2019, Summer I 2019. So, these credits are an aggregate total of those five academic terms.

Criterion 4: Quality of Program Inputs and Processes

- I. Student retention in program: cell will read "No data/Does not apply" if the program did not admit any full-time freshmen the prior year. For instance, if a program did not admit any full-time freshmen in Fall 2017, then there are no retention rates to report for Fall 2018. Please note that this is a national and federal norm for reporting retention data.
- II. Incoming freshmen high school GPA: Cell will read "No data/Does not apply" if the program did not admit any students in this category or if there is no GPA on record.
- III. High school quality score: cell will read "No data/Does not apply" if the program did not admit any new freshmen with a high school quality score on record.
- IV. Incoming Transfer Student GPA (mean): UG GPA on record from previous institution. Cell will read "No data/Does not apply" if the program did not admit any students in this category or if there is no GPA on record.
- V. Incoming Graduate Student GPA (mean): GPA used for graduate school admission (either from UG institution or previous GR institution). Cell will read "No data/Does not apply" if the program did not admit any students in this category or if there is no GPA on record.
- VI. 3-Yr average - % of courses taught by FT faculty: represents the overall department percentage for programs that are included in this review.

Criterion 5: Quality of Program Outcomes

- I. 4- and 6-year graduation rates apply only to UG programs who admitted full-time freshmen in Fall 2013, Fall 2014, Fall 2015. The cell will read "No data/Does not apply" if your program did not admit any full-time freshmen during those terms. Please note that this is a national and federal norm for reporting graduation data.