Student and Faculty Information

1 - Annual Unduplicated Student Headcount

Data Source: ODS - IRO_BASE_UH

Definition / Description
Fall and Spring unduplicated student headcount (CENSUS) at the college.

2 - Annual FTE Faculty

Data Source: Most recent Human Resources Report, Human Resources Component Summary

Definition / Description
Annual FTE faculty as reported on IPEDS Human Resources Component Summary report.

2a - Annual FTE Staff

Data Source: Most recent Human Resources Report, Human Resources Component Summary

Definition / Description
Annual FTE staff as reported IPEDS Human Resources Component Summary report.

3 - Annual FTE Student

Data Source: ODS - IRO_BASE_UH

Definition / Description
Annual FTE student is the sum of all credits attempted at the college in Fall and Spring (CENSUS) divided by 30.
Testing Services Demand Indicators

- Data will be given for annual activities between July 1 and June 30 of a given year. Use Summer, Fall, Spring student enrollment numbers when needed.

Student FTE and Faculty FTE will be provided by system office to each campus.

4 - Number of placement test sessions administered per year per student FTE

The sum of all UHCC COMPASS placement tests, UH placement tests, and non-UH placement tests that are administered in a year divided by the number of FTE students (ARPD #3). Retests are included.

5 - Number of Distance Learning test sessions administered per year per student FTE

The sum of all tests for DL courses originating at your campus, tests for UH DL courses not originating at your campus, and tests for non-UH-system DL courses administered in a year divided by the number of FTE students (ARPD #3).
6 - Local campus test sessions proctored per year per student FTE

This calculation includes all test sessions NOT included in ARPD #4 or ARPD #5 divided by the number of FTE students (ARPD #3). Examples of local tests include make-up tests, online tests for F2F classes, and TOEFL exams.

ARPD Numbers #4, 5 and 6 should be unduplicated counts that can be added together for a total count of tests and exams.

Testing Services Demand Health

Indicate: Healthy, Cautionary, or Unhealthy.

Testing Services Efficiency Indicators

7 - Number of test sessions administered per FTE testing center staff.

The sum of ARPD Numbers #4, 5 and 6 divided by FTE testing center staff, which consists of the sum of ARPD #2, #2a, and student help. Actual hours worked by students in the previous academic year are available via SECE. The FTE equivalent for student help is calculated on the basis of 40 hours/week of student help hours = 1 FTE student help.

8 - Total Testing Services expenditures

Total testing services expenditures for materials, operating, and personnel divided by the total number of test sessions (the sum of ARPD Numbers #4, 5 and 6).

Testing Services Efficiency Health

Indicate: Healthy, Cautionary, or Unhealthy.
Testing Services Effectiveness Indicators

**Satisfaction measurements using Common Survey questions**

Satisfaction measurements using common survey questions given to students only.

If a campus distributes survey to faculty, the results should be segregated and reported in the narrative section.

Provide **average percentage** for those who responded positively to question. There should be 5 responses: Strongly agree — Agree — Neither agree nor disagree — Disagree — Strongly disagree. The data entered into the ARPD is the average of positive responses. Use results for respondents to questions, i.e., if 50 people took the survey, and 40 users responded to question and 10 users left the question blank or checked not applicable, then use results from the 40 respondents. If, for example, 30 of the 40 responses for Item 9-1 were “strongly agree” or “agree,” then 75% of the responses were positive and that number would be reported in the ARPD. Each question might have a different number of respondents.

9-1 The hours at the Testing Center meet my needs.
9-2 The atmosphere at the Testing Center is conducive to testing.
9-3 The services at the Testing Center are satisfactory
9-4 My test was administered in a timely and efficient manner.

**Testing Services Effectiveness Health**

Indicate: Healthy, Cautionary, or Unhealthy.