

The Data Glossary has been created by Data Governance Work Group within the institutional effectiveness charge of the Assessment and Evaluation Sub-Meet and Confer in order to establish information context by documenting approved institutional definitions. This tool provides:

- University wide standardization and maintenance of the definitions of data.
- A common definition of data structures and the data content represented by data elements

The glossary is posted and maintained by the Office of Institutional Analytics and Strategic Effectiveness. Access to the glossary will be provided through a public website as well as an internal SharePoint site.

Glossary Use -- Finding a Term or Definition

This document was created in Excel to provide a search capability. Using the "Data --> Sort" function in Excel, users will be able to highlight the entire worksheet and then search for the term by sorting on either Category, Subcategory or Term.

Column Headings

- A. Category** Categories include: Academic Program, Courses, Financial Aid, Faculty, Employees, Student, General Terminology
- B. Subcategory** Subcategories includes: Department, Cohort, Credit Hours, Enrollment, Major, Minor, etc.
- C. Term** The common word or phrase.
- D. Definition** Explains the term or the metric.
- D. Source** Provides the source used to create the definition.
- I. Last Revised** Month-date-year of the last change.

[View the Glossary](#)

Review and Update Process

The Office of Institutional Analytics and Strategic Effectiveness will maintain the glossary to ensure that the definitions and terms remain accurate. Data governance work group members will annually review and recommend revisions prior to the start of each academic year. Ongoing requests will also be accepted via a data glossary change request form accessible from the Office of Institutional Analytics and Strategic Effectiveness internal SharePoint site. Core data governance team members will be notified via the data governance team SharePoint site of requested changes to review and approve changes.

Category	Subcategory	Term	Definition	Source	Last Revised
Academic Program	Academic Program	Academic Program	A cohesive arrangement of college level credit courses and experiences designed to accomplish predetermined objectives leading to the awarding of a degree, diploma, or certificate.	System	2/20/2019
Academic Program	Academic Program	Academic Program Emphasis	A focused component of an academic program.	System	2/20/2019
Academic Program	Academic Program	Academic Program Inventory	The official list of academic programs offered by system colleges and universities.	System	2/20/2019
Academic Program	Academic Program	Classification of Instructional Program (CIP) Code	A six-digit code in the form xx.xxxx that identifies instructional program specialties within educational institutions. A taxonomic coding scheme for secondary and postsecondary instructional programs. It is intended to facilitate the organization, collection, and reporting of program data using classifications that capture the majority of reportable data. The CIP is the accepted federal government statistical standard on instructional program classifications and is used in a variety of education information surveys and databases (IPEDS).	IPEDS	2/20/2019
Academic Program	Degree	Degree	An award conferred by a college, university, or other postsecondary education institution as official recognition for the successful completion of a program of studies. Degree types include: Associate Degree; Baccalaureate Degree; Certificate; Graduate Certificate; Master's Degree and Doctoral Degree.	IPEDS	2/20/2019
Academic Program	Degree Type	Associate Degree	An award that normally requires at least 2 but less than 4 years of full-time equivalent college work.	IPEDS	2/20/2019
Academic Program	Degree Type	Baccalaureate Degree	An award (baccalaureate or equivalent degree, as determined by the Secretary, U.S. Department of Education) that normally requires at least 4 but not more than 5 years of full-time equivalent college-level work. This includes all bachelor's degrees conferred in a 5-year cooperative (work-study) program.	IPEDS	2/20/2019
Academic Program	Degree Type	Certificate	An award certifying the satisfactory completion of a postsecondary education program that does not meet the requirements of an academic degree at a baccalaureate level.	IPEDS	2/20/2019
Academic Program	Degree Type	Doctoral Degree	The highest award a student can earn for graduate study. It requires work beyond the master's degree.	IPEDS	2/20/2019
Academic Program	Degree Type	Graduate Certificate	An award that requires completion of an organized program of study beyond the bachelor's. It is designed for persons who have completed a baccalaureate degree, but does not meet the requirements of a master's degree.	IPEDS	2/20/2019
Academic Program	Degree Type	Master's Degree	An award that requires the successful completion of a program of study of at least the full-time equivalent of 1 but not more than 2 academic years of work beyond the bachelor's degree.	IPEDS	2/20/2019
Academic Program	Extended Education	Extended Education	Programs offered online or at remote off campus locations of Edina, Normandale Community College or Mesabi Range Community & Technical College.	University	2/20/2019
Academic Program	Major	Major	A curriculum component of an academic program intended to provide in-depth study in a discipline, a professional field of study or an occupation. A major may include an academic program emphasis. In the Minnesota State Student Records System (ISRS), majors in combination with degree types (e.g. BS, BA, etc.) are applied and used to represent the academic program that the student is declared and/or accepted to.	System	2/20/2019
Academic Program	Major	Major Concentration	Because majors are applied to student records in ISRS to represent an academic program, for programs with emphases, major concentrations are intended to represent the program emphasis of the program.	System	2/20/2019
Academic Program	Minor	Minor	A curriculum component of limited depth and/or breadth within a baccalaureate academic program.	System	2/20/2019
Courses	Courses	Course Audit	A course registration with a formal understanding that the student attends classes but does not receive credit or a grade for the course. The instructor will normally determine the expectations of the audit student.	IPEDS	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
Courses	Course Fill Rate	Course Fill Rate	Course fill rate is the percentage that a course reaches maximum capacity. Fill rates are calculated by the actual enrollment divided by maximum enrollment.	University	2/20/2019
Courses	Course Instruction Method	Classroom	Course instruction that is face-to-face in a classroom setting. The internet and or the Instructional Management System (D2L) may be required for components of the course (e.g., grades, assignments, homework).	System	2/20/2019
Courses	Course Instruction Method	Hybrid	A course with reduced classroom seat time and some instruction delivered online. The course blends online and face-to-face delivery. Some of the course content is delivered online. The course has more than two face to face class sessions during the term.	System	2/20/2019
Courses	Course Instruction Method	Online	All instruction for the course is delivered online. The course has NO required face-to-face meetings and NO required proctored exams. The course has required synchronous online meetings or activities: the full class meets online at a specified or scheduled time.	System	2/20/2019
Courses	Course Level	Course Level	Course levels include lower division undergraduate (Pre-100, 100, and 200), upper division undergraduate (300 and 400), graduate (500 and 600) and doctoral (700) courses.	System	2/20/2019
Courses	Course Subject	Course Subject	A subject is a particular area of study that is associated with course offerings (e.g. Accounting, Computer Science, Geography, or Mathematics)	System	2/20/2019
Courses	Credit Hour	Credit Hour	A unit of measure representing the equivalent of an hour of instruction per week over the entire term. It is applied toward the total number of credit hours needed for completing the requirements of a degree, diploma, certificate, or other formal award.	IPEDS	2/20/2019
Courses	First Year Experience (FYEX)	First Year Experience (FYEX)	First Year Experience (FYEX) is a course designed to assist new students with the transition to the University. FYEX is a General Education credit option but is not required to graduate nor is it a requirement for any degree program. The course is open to any undergraduate student with fewer than 30 earned credits.	University	2/20/2019
Courses	General Education Course	General Education Course	A total of 44 credits must be completed to satisfy the General Education Program at Minnesota State Mankato. All Baccalaureate Degrees seeking students must fulfill the general education requirement in order to graduate. Goal general education areas include: Communication, Critical Thinking, Natural Science, Mathematical/Logical Reasoning, History and the Social and Behavioral Sciences, Humanities and the Arts, Human Diversity, Global Perspectives, Ethical and Civic Responsibility, People and the Environment, Performance and Participation, First Year Experience, And Information Technology.	University	2/20/2019
Courses	Practicum	Practicum	A college course, often in a specialized field of study, which is designed to give students a supervised, practical application of a previously or concurrently studied theory.	IPEDS	2/20/2019
Courses	Writing Intensive Course	Writing Intensive Course	A writing intensive course is one in which students are given ample opportunity to develop as writers. Students write 20 pages of evaluated writing spread throughout the semester. At least 10 of the 20 pages will receive written feedback from the instructor for revision.	University	2/20/2019
Courses, Academic Program	Curriculum	Curriculum	A coherent set of instructional experiences designed through established system college and university procedures to achieve desired student learning outcomes. Curriculum may refer to an academic program, an academic program element such as the major, an instructional unit, the general education component, or the entirety of offerings of a system college or university	IPEDS	2/20/2019
Courses	Media Codes	Arranged (11)	Individualized coursework or experiences guided by a faculty member. This includes, but is not limited to, independent study on a topic, student research, and internships.	System	2/20/2019
Courses	Media Codes	Blended/Hybrid (09)	25-75% of course instruction online with regularly scheduled in-person meetings. Based on other media code definitions, if a class has more than two in-person meetings or more than four proctored exams required, the course is coded 09.	System	2/20/2019
Courses	Media Codes	Completely Online, Asynchronous (12)	100% of instruction is online: No in-person meetings; No in-person or synchronous proctored exams; No synchronous meetings.	System	2/20/2019
Courses	Media Codes	Completely Online, Synchronous (13)	100% of course instruction is online: No in-person meetings; No in-person proctored exams; Course has required synchronous online meetings or activities. Synchronous online meetings should be noted in the course notes.	System	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
Courses	Media Codes	Correspondence (06)	Course instruction is via correspondence study in a print format.	System	2/20/2019
Courses	Media Codes	In-Person (00)	Course instruction is primarily in-person; all courses not otherwise coded will be in this category by default.	System	2/20/2019
Courses	Media Codes	Media Codes	Codes which define the delivery method for courses	System	2/20/2019
Courses	Media Codes	Mostly Online (03)	>75% of course instruction is online with up to two possible in-person meetings. Up to four required proctored exams, two of which may be administered during the in-person meetings. For proctored exams not included in the in-person meetings, students must have the option to arrange them locally. Course may have online synchronous components.	System	2/20/2019
Courses	Media Codes	Videoconferencing, Originating Site (04)	Course instruction is interactive live, synchronous video with students on site. Instructor will be at the originating site regularly.	System	2/20/2019
Courses	Media Codes	Videoconferencing, Remote Site (08)	Course instruction is interactive live, synchronous video with students on site. Instructor may not be at the remote site regularly.	System	2/20/2019
Faculty	Faculty	Faculty	Persons identified by the institution as such and typically those whose initial assignments are made for the purpose of conducting instruction, research or public service as a principal activity (or activities). They may hold academic rank titles of professor, associate professor, assistant professor, instructor, lecturer or the equivalent of any of those academic ranks.	IPEDS	2/20/2019
Faculty	Faculty Appointments	Adjunct	Non-tenure track faculty serving in a temporary or auxiliary capacity to teach specific courses on a course-by-course basis. Excludes regular part-time faculty (who, unlike adjuncts are not paid on a course-by-course basis), graduate assistants, full-time professional staff of the institution who may teach individual courses (such as a dean or academic advisor), and appointees who teach non-credit courses exclusively.	System	2/20/2019
Faculty	Faculty Appointments	Fixed Term	Fix term faculty appointment is for a specific term length designated at the time of hire and subject to nonrenewal at the end of that term. These appointments are temporary in nature and may be renewed, depending on the language of the original ad or position announcement and subject to positive performance evaluations and funding availability.	System	2/20/2019
Faculty	Faculty Appointments	Four-Year Fixed Term	Four-year fixed term faculty appointment is for four years in length and these appointments may or may not be renewed at the end of their term.	System	2/20/2019
Faculty	Faculty Appointments	Non-Tenure Track	Full-time faculty employed in the institution with tenure who are not expected to meet all the teaching, scholarship, service, or other criteria associated with tenure at that institution. Non-tenure-track faculty, for example, may not be required to engage in scholarly activities or may have an increased teaching responsibility. In addition, they do not claim any right to permanent or continuous employment at the institution.	System	2/20/2019
Faculty	Faculty Appointments	Probationary	Probationary faculty appointments are for a specific period of tenure-track service with the expectation that successful performance will lead to tenure.	System	2/20/2019
Faculty	Faculty Appointments	Tenured	Full-time faculty who have met the teaching, scholarship, service, and other criteria and requirements for tenure, as established by the institution, and have been awarded permanent or continuous employment at that institution.	System	2/20/2019
Faculty	Full Time Equivalent Faculty (FTE Faculty or Faculty (FTE Faculty or FTEF)	Full Time Equivalent Faculty (FTE Faculty or FTEF)	Full time equivalent faculty. Adjunct positions and overload assignments are calculated on a 24 credits = 1 FTEF basis. Note the FTEF calculation includes teaching assistants who provide instruction.	System	2/20/2019
Faculty, Employees	Department	Department	Association of faculty and staff grouped within a school and/or college.	University	2/20/2019
Financial Aid	Grant	Pell Grant	Provides grant assistance to eligible undergraduate postsecondary students with demonstrated financial need to help meet education expenses. Pell grant eligibility is often used as a proxy for low income status.	IPEDS	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
Financial Aid	Loan	Perkins Loan	Formerly known as National Direct Student Loans (NDSL), the Perkins Loan program provides low interest loans to eligible postsecondary students (undergraduate, graduate, or professional students) with demonstrated financial need to help meet educational expenses.	IPEDS	2/20/2019
Financial Aid	Loan	Stafford Loan	Provides guaranteed loans for educational expenses from eligible lenders to vocational or academic undergraduate, graduate, and first-professional students at eligible postsecondary institutions.	IPEDS	2/20/2019
Financial Aid	Scholarship	Scholarship	Grants-in-aid, trainee stipends, tuition and required fee waivers, prizes or other monetary awards given to undergraduate students.	IPEDS	2/20/2019
Student	Admission Status	Doctoral	Degree seeking student in credit courses at a doctoral level.	System, University	2/20/2019
Student	Admission Status	Graduate Degree Seeking	Graduate degree-seeking student in credit courses at the graduate level. Includes students seeking graduate special degree with a previous master's degree.	University	2/20/2019
Student	Admission Status	Graduate Regular	Graduate degree-seeking student in credit courses at the graduate level.	System	2/20/2019
Student	Admission Status	High School	High School Student in credit courses enrolled at the undergraduate level under the provisions of the Post Secondary Enrollment Options (PSEO) Program or High School Student in credit courses enrolled at the undergraduate level but not under the provisions of the Post Secondary Enrollment Options Program (e.g. a Concurrent student).	System, University	2/20/2019
Student	Admission Status	Specialist	Graduate degree-seeking student in credit courses seeking a graduate specialist degree (SPEC) with a previous master's degree.	System	2/20/2019
Student	Admission Status	Undergraduate First-Time	Degree seeking student in credit courses at the undergraduate level who has not attended another postsecondary institution as a degree seeking student. Can also include students who entered with college credits earned before graduation from high school. The term applies even to students who earned more than 30 college credits in high school.	University	2/20/2019
Student	Admission Status	Undergraduate First-Time, First-Year Student	A student attending any institution for the first time at the undergraduate level. Includes students enrolled in the fall term who attended college for the first time in the prior summer term. Also includes students who entered with college credits earned before graduation from high school. The term applies even to students who earned more than 30 college credits in high school. Also commonly referred to as a new entering freshmen or NEF.	University	2/20/2019
Student	Admission Status	Undergraduate Non-Degree Seeking	Non-degree seeking student in credit courses at the undergraduate level.	University	2/20/2019
Student	Admission Status	Undergraduate Other	Non-degree seeking student in credit courses at the undergraduate level.	System	2/20/2019
Student	Admission Status	Undergraduate Previous Degree	Degree seeking student in credit courses at the undergraduate level with a previous bachelor's degree.	System	2/20/2019
Student	Admission Status	Undergraduate First-Time (University); Undergraduate Regular (System)	Degree seeking student in credit courses at the undergraduate level who has not attended another postsecondary institution as a degree seeking student. Can also include students who entered with college credits earned before graduation from high school. The term applies even to students who earned more than 30 college credits in high school.	System, University	10/1/2019
Student	Admission Status	Undergraduate Transfer	Degree-seeking student in credit courses at the undergraduate level who has previously attended another postsecondary institution (other than the one at which they are enrolled) at the undergraduate level regardless of whether or not transfer credits are accepted.	System, University	2/20/2019
Student	Cohort	Cohort	A specific group of students established for tracking purposes. Examples include the cohorts of students by entering terms, honors programs, learning communities programs, etc.	IPEDS	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
Student	Cohort	Contract Student	The Contract Admission Program is an intentional advising program for select admitted students that provides individualized academic support. Students are required to meet regularly with an assigned contract academics advisor in the Center for Academic Success to develop and implement strategies for academic success, create a plan of study, and receive one-on-one assistance with class registration for three terms.	University	2/20/2019
Student	Cohort	Fall and Spring Cohort	The group of students entering in the fall or spring term established for student persistence and completion tracking purposes. Students who are admitted to and enroll in the summer semester and also enroll in the following fall semester are included in the fall cohort term.	System	2/20/2019
Student	Cohort	Honors	A competitive entry program that designed for students who have a desire to develop leadership, research, and global citizenship skills.	University	2/20/2019
Student	Cohort	Learning Communities	A program that provides an opportunity for incoming first-year students to join a community that supports their academic success and transition to college life.	University	2/20/2019
Student	Enrollment	Acceptance Rate	The ratio of the number of students who were offered admission to the university (numerator) to the number of students who applied to the university (denominator). Incomplete applications are not included in the denominator.	University	2/20/2019
Student	Enrollment	Active Military Status	A status that indicates whether a student is or is not on active military duty.	System	2/20/2019
Student	Enrollment	Admitted	Students who have been formally admitted by the institution (see also Admission Status).	IPEDS	2/20/2019
Student	Enrollment	Applicant	An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving of the application fee, if any) who has been notified of one of the following actions. A student has submitted an application for admission but has not completed all application requirements to be considered for admission is considered an incomplete application.	IPEDS	2/20/2019
Student	Enrollment	Continuing Student	A student attending the institution continuously from the previous term (not including any summer terms). However, High School PSEO/Concurrent students who re-enroll as undergraduate are considered 'New' students; similarly, undergraduate students who re-enroll as graduate students are considered 'New' students.	System	2/20/2019
Student	Enrollment	Dropped Out Student	A student who left the institution and never returned or transferred to another institution.	IPEDS	2/20/2019
Student	Enrollment	Dual Enrollment Student	Students who are enrolled and taking a course in more than one institution in a specified term.	University	2/20/2019
Student	Enrollment	First Generation Student (Federal)	A student is considered to be First Generation if neither parent has a bachelor's degree.	System, IPEDS	2/20/2019
Student	Enrollment	First Generation Student (Minnesota)	A student whose parents never enrolled at a postsecondary education institution.	System	2/20/2019
Student	Enrollment	Full-Time Student	Includes undergraduate students enrolled and attempts 12 or more credits or graduate students enrolled and attempts 9 or more credits.	System, IPEDS	2/20/2019
Student	Enrollment	Graduate Student	A student who holds a bachelor's degree or above and is taking courses at the postbaccalaureate level. These students may or may not be enrolled in graduate programs.	IPEDS	2/20/2019
Student	Enrollment	Headcount	The total unduplicated number of individuals enrolled at the institution in a term or academic year regardless of the number of courses they are taking.	IPEDS, System	2/20/2019
Student	Enrollment	Institutional Housing	Institution housing denotes whether a student resides in institutional housing or not.	System	2/20/2019
Student	Enrollment	International Student	A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely. This is reported regardless of racial-ethnic status. Classified as "nonresident alien" ethnicity.	System, IPEDS	2/20/2019
Student	Enrollment	Low Income Student	Students are considered low income if they qualify for the federal Pell Grant program.	University	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
Student	Enrollment	New Student	A student entering the institution within a particular admissions type for the first time.	System	2/20/2019
Student	Enrollment	Non-Traditional Student	A student who is considered a non-traditional student if they are either a parent, married, partnered, widowed or divorced, 24 years of age or older, a military veteran, waited 3 or more years after high school to attend college, are returning to college after a leave or absence of 3 or more years, or commute from over 15 minutes away.	University	2/20/2019
Student	Enrollment	Part-Time Student	Includes undergraduate students enrolled and attempts less than 12 credits or graduate students enrolled and attempts less than 9 credits.	System, IPEDS	2/20/2019
Student	Enrollment	Permanent Residence	A person's permanent address determined by such evidence as a driver's license or voter registration. For entering first-time first-year students, residence may be the legal residence of a parent or guardian.	IPEDS	2/20/2019
Student	Enrollment	Residency	A person's permanent address as determined by such evidence as a driver's license or voter registration. For entering freshmen, state of residence may be the legal state of residence of a parent or guardian. Students who meet one or more of the following conditions on the date they apply for admission to a state college or university shall be classified as residents of Minnesota. -1)Students who resided in the state for at least one calendar year immediately prior to applying for admission, or dependent students who have a parent or legal guardian residing in Minnesota on the date the students apply. Residency in the state during this period must not have been solely or primarily for the purpose of attending a college or university. -2)Minnesota residents who can demonstrate that they were temporarily absent from the state without establishing residency elsewhere. -3)Persons who moved to the state for employment purposes and, before moving and before applying for admission to a public postsecondary institution, accepted a full-time job in the state, or students who are spouses or dependents of such persons.	System	2/20/2019
Student	Enrollment	Stopped Out Student	A student who left the institution and returned at a later date.	IPEDS	2/20/2019
Student	Enrollment	Student Athlete	A student who is a participant in an organized competitive sport sponsored by the educational institution in which he or she is enrolled.	IPEDS	2/20/2019
Student	Enrollment	Student Class	Student class status includes Freshman; Sophomore; Junior; Senior; Previous Degree; Special; Graduate and Cont.Ed/Cust CE	System	2/20/2019
Student	Enrollment	Study Abroad	Arrangement by which a student completes part of the college program studying in another country. Can be at a campus abroad or through a cooperative agreement with some other U.S. college or an institution of another country.	IPEDS	2/20/2019
Student	Enrollment	Transfer-out Student	A student that leaves the reporting institution and enrolls at another institution.	System, IPEDS	2/20/2019
Student	Enrollment	Undergraduate Student	A student who is taking courses at the baccalaureate level. These students may or may not be enrolled in undergraduate programs.	IPEDS	2/20/2019
Student	Enrollment	Underrepresented Student	A student is classified as "Underrepresented" if they meet any one of the following criteria: Pell Eligible, a Student of Color, and/or First Generation (MN definition).	System	2/20/2019
Student	Enrollment	Veteran	A person who served in the Armed Forces of the United States during a period specified and was honorably discharged or was released under honorable circumstances. Armed Forces is defined as the Army, Navy, Marine Corps, Air Force, Coast Guard and National Guard.	System	2/20/2019
Student	Enrollment	Yield Rate	Calculated by taking the number of new entering admitted students who enroll during the term in which they were admitted and dividing by the total number of admitted students for that term.	University	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
Student	Full Time Equivalent Student (FTE Student or FTES)	Full Time Equivalent Student (FTE Student or FTES)	Full time equivalent student is defined as: Undergraduate Credit Hours divided by 15 = 1.0 FTES Graduate Credit Hours divided by 10 = 1.0 FTES The common formula to determine a universities total FTES is: $(UG_CRHR/15) + (GR_CRHR/10) = FTES$	System	2/20/2019
Student	Full Year Equivalent (FYE) Student	Full Year Equivalent (FYE) Student	Full year equivalent enrollment is defined as: Undergraduate Credit Hours divided by 30 = 1.0 FYE Graduate Credit Hours divided by 20 = 1.0 FYE The common formula to determine a universities total FYE is: $(UG_CRHR/30) + (GR_CRHR/20) = FYE$	System	2/20/2019
Student	Graduate Assistant	Graduate Assistant	Graduate Assistants (GA) are graduate students employed on a part-time basis for the primary purpose of assisting in classroom or laboratory instruction or in the conduct of research. Graduate assitants can include Teaching Assitants and Research Assistants.	IPEDS	2/20/2019
Student	Graduate Assistant	Research Assistant	A Research Assistant (RA) is engaged in a variety of duties, with some duties involving a research component. Research Assistants assist faculty with various research projects.	IPEDS	2/20/2019
Student	Graduate Assistant	Teaching Assistant	Teaching Assistants (TA) work under supervision of an instructor, lab assistant, or coach. Teaching Assistants generally assist a professor with teaching his/her courses. Some will teach courses as the instructor of record under faculty supervision.	IPEDS	2/20/2019
Student	Housing	Off-Campus	Any housing facility that is occupied by students but is not owned or controlled by the educational institution.	IPEDS	2/20/2019
Student	Postsecondary Education	Postsecondary Education	The provision of a formal instructional program whose curriculum is designed primarily for students who are beyond the compulsory age for high school. This includes programs whose purpose is academic, vocational, and continuing professional education, and excludes avocational and adult basic education programs.	IPEDS	2/20/2019
Student	Pre-Enrollment	ACT	ACT, previously known as the American College Testing program, measures educational development and readiness to pursue college-level coursework in English, mathematics, natural science, and social studies. Student performance does not reflect innate ability and is influenced by a student's educational preparedness.	IPEDS	2/20/2019
Student	Pre-Enrollment	High School Grade Point Average (HS GPA)	The student's graduating grade point average from their high school.	IPEDS	2/20/2019
Student	Pre-Enrollment	High School Rank (HS Rank)	The graded ranking of a student in comparison with their peers from their graduating high school class.	IPEDS	2/20/2019
Student	Race and Ethnicity	American Indian or Alaskan Native	A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.	IPEDS	2/20/2019
Student	Race and Ethnicity	Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	IPEDS	2/20/2019
Student	Race and Ethnicity	Black or African American	A person having origins in any black racial groups of Africa (except those of Hispanic origin).	IPEDS	2/20/2019
Student	Race and Ethnicity	Hispanic of Any Race of race.	A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.	IPEDS	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
Student	Race and Ethnicity	Native Hawaiian or other Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	IPEDS	2/20/2019
Student	Race and Ethnicity	Nonresident Alien	An international student that does not have an assigned race or ethnicity other than Nonresident Alien.	IPEDS	2/20/2019
Student	Race and Ethnicity	Race and Ethnicity	Race and ethnicity categories as defined by the Integrated Postsecondary Education Data System IPEDS include: American Indian or Alaskan Native; Asian; Black or African American; Hispanic of Any Race; Native Hawaiian or other Pacific Islander; Nonresident Alien; Two or More Races; Unknown and White or Caucasian	IPEDS	2/20/2019
Student	Race and Ethnicity	Students of Color	Students (domestic U.S. only) that identify a race or ethnicity of American Indian/Alaska Native, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, Asian and Two or More Races. Students that are International, identify as White, or have a race/ethnicity that is "unknown" are not included as Students of Color. The categories of race and ethnicity are based upon IPEDS definitions as established by the U.S. Office of Management and Budget in 1997.	IPEDS	2/20/2019
Student	Race and Ethnicity	Two or More Races	A person having origins of various or multiple race classifications.	IPEDS	2/20/2019
Student	Race and Ethnicity	Unknown	This category is used ONLY if a student did not select a racial/ethnic designation, and the postsecondary institution finds it impossible to place the student in one of the aforementioned categories during established enrollment/employment procedures, or any post-enrollment/employment identification or verification process.	IPEDS	2/20/2019
Student	Race and Ethnicity	White or Caucasian	A person having origins in any of the original peoples of Europe, North Africa, or the Middle East (except those of Hispanic origin).	IPEDS	2/20/2019
Student	Class	Cont.Ed/Cust CE	A student enrolled in a continuing education or customized training course.	System	2/20/2019
Student	Class	Freshman	An undergraduate student with 29 or less cumulated credits.	System	2/20/2019
Student	Class	Graduate	A graduate student.	System	2/20/2019
Student	Class	Junior	An undergraduate student with 60 to 89 cumulated credits.	System	2/20/2019
Student	Class	Previous Degree	An undergraduate student with a previous bachelor's degree.	System	2/20/2019
Student	Class	Senior	An undergraduate student with 90 or more cumulated credits.	System	2/20/2019
Student	Class	Sophomore	An undergraduate student with 30 to 59 cumulated credits.	System	2/20/2019
Student	Class	Special	A post secondary enrollment option (PSEO) high school student or a high school student enrolled in an undergraduate level course but not as a PSEO student (concurrent).	System	2/20/2019
Student	Student Outcome	Employment Rate	Employment rate for graduates is calculated by the self-reported status by graduates one year after their graduation. This rate is calculated by the total number of respondents who self-report as being employed divided by the total number of respondents who self-report as being employed or who are seeking employment. Note that those graduates who are continuing their education, who are not available for employment or whose status is unknown are not included in this calculation.	System	2/20/2019
Student	Student Outcome	Graduation Rate	The rate required for disclosure and/or reporting purposes under Student Right-to-Know Act. This rate is calculated as the total number of completers within 150% of normal time divided by the revised adjusted cohort.	System, IPEDS	2/20/2019
Student	Student Outcome	Retention Rate	A measure of the rate at which students persist in their educational program at an institution, expressed as a percentage. Typically for four-year institutions, this is the percentage of first-time degree-seeking undergraduates from the previous fall who are again enrolled in the current fall.	System, IPEDS	2/20/2019
Student	Student Outcome	Transfer-out Rate	Total number of students who are known to have transferred out of the reporting institution within 150% of normal time to completion divided by the adjusted cohort.	System, IPEDS	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
Student	Student Right-to-Know Act	Student Right-to-Know Act	Also known as the "Student Right-to-Know and Campus Security Act" (P.L. 101-542), which was passed by Congress November 9, 1990. Title I, Section 103, requires institutions eligible for Title IV funding to calculate completion or graduation rates of certificate- or degree-seeking, full-time students entering that institution, and to disclose these rates to all students and prospective students.	IPEDS	2/20/2019
Student	Transcript	Transcript	An official record of student performance showing all schoolwork completed at a given school and the final mark or other evaluation received in each portion of the instruction. Transcripts often include an explanation of the marking scale used by the school.	IPEDS	2/20/2019
Student	Tuition	In-State Tuition	The tuition charged by institutions to those students who meet the state's or institution's residency requirements.	IPEDS	2/20/2019
Student	Tuition	Out-of-State Tuition	The tuition charged by institutions to those students who do not meet the institution's or state's residency requirements.	IPEDS	2/20/2019
Student	Tuition	Tuition	The amount of money charged to students for instructional services. Tuition may be charged per term, per course, or per credit.	IPEDS	2/20/2019
Student	Tuition	Tuition	The amount of money charged to students for instructional services. Tuition may be charged per term, per course, or per credit.	IPEDS	2/20/2019
Student	Tuition	Tuition and Fees	The amount of tuition and required fees covering a full academic year most frequently charged to students. These values represent what a typical student would be charged and may not be the same for all students at an institution. If tuition is charged on a per-credit-hour basis, the average full-time credit hour load for an entire academic year is used to estimate average tuition. Required fees include all fixed sum charges that are required of such a large proportion of all students that the student who does not pay the charges is an exception.	IPEDS	2/20/2019
Student, Faculty	Student-Faculty Ratio	Student-Faculty Ratio	The number of students at an institution compared to the number of faculty.	IPEDS	2/20/2019
General Terminology	Accreditation	Accreditation	Institutions are accredited by organizations (or bodies) that establish operating standards for educational or professional institutions and programs, determine the extent to which the standards are met, and publicly announce their findings. Minnesota State University, Mankato has been accredited by the Higher Learning Commission (HLC).	IPEDS, University	2/20/2019
General Terminology	Common Data Set	Common Data Set	The Common Data Set (CDS) initiative is a collaborative effort among data providers in the higher education community and publishers as represented by the College Board, Peterson's, and U.S. News & World Report. The combined goal of this collaboration is to improve the quality and accuracy of information provided to all involved in a student's transition into higher education, as well as to reduce the reporting burden on data providers (CDS)	IPEDS	2/20/2019
General Terminology	Fiscal Year	Fiscal Year	Begins July 1st and ends June 30th. In terms of semesters, the fiscal year includes the summer, fall, and spring semesters. For example, fiscal year 2019 includes summer 2018, fall 2018, and spring 2019.	System	2/20/2019
General Terminology	Grant and Contract Revenue	Grant and Contract Revenue	Revenues from governmental agencies and nongovernmental parties that are for specific research projects, other types of programs, or for general institutional operations (if not government appropriations). Examples are research projects, training programs, student financial assistance, and similar activities for which amounts are received or expenses are reimbursable under the terms of a grant or contract, including amounts to cover both direct and indirect expenses.	IPEDS	2/20/2019
General Terminology	IPEDS	IPEDS	The Integrated Postsecondary Education Data System. It is a system of interrelated surveys conducted annually by the U.S. Department's National Center for Education Statistics (NCES). IPEDS gathers information from every college, university, and technical and vocational institution that participates in the federal student financial aid programs. The online IPEDS Glossary provides definitions for almost 500 postsecondary-related terms used in the collection and dissemination of IPEDS data.	IPEDS	2/20/2019

Category	Subcategory	Term	Definition	Source	Last Revised
General Terminology	Minnesota State (formerly Minnesota State Colleges & Universities or MNSCU)	Minnesota State (formerly Minnesota State Colleges & Universities or MNSCU)	Minnesota State is the system of state colleges and universities in Minnesota comprised of 30 colleges, 7 universities, and 54 campuses.	System	2/20/2019
General Terminology	Minnesota State Student Records System (ISRS)	Minnesota State Student Records System (ISRS)	The Minnesota State Student Records System (ISRS) is the official repository of student and course data at Minnesota State University, Mankato. Virtually all departments and offices on campus have access to ISRS and use it to view and enter information daily. Because the system houses volumes of important data, there are security procedures governing access to it.	System	2/20/2019
General Terminology	Net Price Calculator	Net Price Calculator	This calculator is intended to provide estimated net price information (defined as estimated cost of attendance — including tuition and required fees, books and supplies, room and board (meals), and other related expenses — minus estimated grant and scholarship aid) to current and prospective students and their families based on what similar students paid in a previous year.	System	2/20/2019