



Definitions and F.T.E. Formulas

Definitions

Credit Hours - Twelfth Class Day - The twelfth day of class. For Fall 2019, this day was September 11, 2019.

Eligible for Tenure - Full-time faculty members who are in permanent, tenure-track positions on the TCU Budget.

Fiscal Year - The fiscal year begins June 1 and ends May 31. Resource data are reported by fiscal year. F.T.E. Formulas - See F.T.E. Formulas.

Full-Time Equivalent - The number obtained when part-time students, faculty, or staff are converted to full time using a variety of formulas. See F.T.E. Formulas.

Instructional Faculty - Faculty members who devote at least 50% of their time to classroom instruction.

Nonacademic Support Personnel

Exempt Staff - These positions are not covered by the minimum wage and overtime requirement of the FLSA act. Exempt staff positions at TCU have job codes in the 10000, 20000, or 30000 series. Previously these positions were referred to as University Staff positions. Faculty positions are considered exempt by FLSA standards, but are identified separately in all institutional data.

Nonexempt Staff - These positions are covered by and subject to the minimum wage and overtime requirements of the FLSA act. Nonexempt positions at TCU have job codes in the 40000, 50000, 60000 and 70000 series. Previously these positions were referred to as General Staff positions.

Official Census Date - The CENSUS DATE is a point-in-time snapshot of the TCU student population. This file is frozen as it existed for longitudinal study purposes. The database at "OFFICIAL CENSUS DATE" has minor inaccuracies that are corrected as identified during future periods.

Terminal Degree - Includes all doctoral degrees and some master's degrees where the master's is the terminal degree for the position.

Unclassified Graduate - Students who are taking courses at the post-baccalaureate level, including those students who may be pursuing a graduate certificate.

Unclassified Undergraduate - Students who are taking courses at the baccalaureate level, including those students who may be pursuing a certificate or diploma.

F.T.E. Formulas

F.T.E. Student (Instructional Activity) - Total undergraduate credit hours divided by 15 (full-time load for undergraduate students) plus total graduate hours divided by 9 (full-time load for graduate students) except for Doctor of Nursing Practice (DNP) graduate hours where the total DNP hours are divided by 5. These numbers added together result in the F.T.E. student count. The primary method has been used since Fall 1986 and was revised in Fall 2013 to report DNP full-time equivalent status based on instructional activity in the same manner as reported to the Department of Education. In Fall 2019, medical students were included for the first time. All medical students are full-time and represent one F.T.E.

F.T.E. Staff - Part-time staff are converted to a full-time equivalent by dividing the number of hours worked annually by 2,080. For example, a staff member who works 20 hours a week for 52 weeks a year works 1,040 hours divided by 2,080 = 0.500 F.T.E. A staff member who works 40 hours a week for 9 months a year works 1,560 hours divided by 2,080 = 0.750 F.T.E.

Student-to-Faculty Ratio F.T.E.

Students - full-time students plus one-third of part-time students (excluding students in graduate only departments). Undergraduate students taking 12 or more hours are considered full-time for headcount purposes. As of Fall 2014, graduate students taking 6 or more hours are considered full-time students for headcount purposes with the following exceptions: students taking thesis or dissertation hours are counted as full-time regardless of the number of credit hours taken and Doctor of Nursing Practice students are considered full-time for headcount purposes if taking 5 or more credit hours.

Faculty - full-time faculty plus one-third of part-time faculty (excluding faculty in graduate only departments and graduate teaching assistants).

The student-to-faculty ratio is calculated by dividing the student F.T.E. by the Faculty F.T.E. described immediately above.