



PRECISION CAMPUS ONLINE DATA TOOL GLOSSARY

Precision Campus Data Tools – Glossary of Terms

ENROLLMENT

Headcount versus Enrollment

- Headcount is a distinct count of students. A student is counted only once in the respective time frame.
- Enrollment is duplicated; a student is counted for each class they are enrolled in within the timeframe.
- Example: A student enrolled in 4 classes in a quarter. The headcount is 1 and the enrollment is 4.
- *Enrollment at De Anza includes only enrollments in which the college receives apportionment. Foothill includes courses that do not receive apportionment such as apprenticeship sections. Cancelled courses are not included in enrollment counts.*

WSCH (weekly student contact hours)

- Unit of measurement that determines the total contact hours of a class. WSCH is calculated on a term basis and is adjusted for the actual hours spent in the classroom for courses designated as positive attendance.
- Calculation: (FTES * 45)
- The calculation of 45 is based on the contact hours for a full-time student and the number of weeks in a term ($525/11.67 = 45$). The state provides the standard contact hours per year for 1 full-time student enrolled in 15 units as 525 (15 units x 11.67 weeks x 3 quarters in a year). The state dictates that there are 175 days of instruction in an academic year for a standard of 11.67 weeks per quarter (175 days per year / 5 days per week = 35 weeks per year excluding summer quarter; 35 weeks per year / 3 quarters = 11.67 weeks in a quarter).
- Example: FTES for one academic year is 15,769, multiplied by 45 = 709,380 WSCH for the year. This annual number gets divided by 3 to annualize the rate.

FTES (full-time equivalent student)

- *The state changed the accounting method for FTES in 2025-26. The new methodology was applied historically at this time. Thus, all FTES reported applies to the updated methodology.*
- The Full-Time Equivalent Students (FTES) value generated by a student's enrollment in a specific course section for a given academic term. FTES is the primary unit of measurement used by California Community Colleges for state apportionment (funding) reporting.
- Standardized hours are derived from the course's official lecture and lab units using the California Community Colleges' standardized hour multipliers. Census Headcount represents the number of students actively enrolled as of the census date.

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- For courses classified as I7, Positive Attendance, or accounting code "L", FTES is not calculated using the SAAM formula. Instead, the FTES value is sourced directly from the IRP_CENTRAL.FTES table, which continues to use the existing (legacy) FTES calculation methodology in accordance with current California Community Colleges attendance accounting rules for those course types.
- For courses using the Standardized Attendance Accounting Method (SAAM), FTES is calculated as:
 - Lecture Class = $(\text{Standardized Hours (12)} * \text{Units} * \text{Census Headcount}) / 525$
 - Lab Class = $(\text{Standardized Hours (36)} * \text{Units} / 3 * \text{Census Headcount}) / 525$

Example:

- *The state provides the standard contact hours per year for 1 full-time student enrolled in 15 units as 525 (15 units x 11.67 weeks x 3 quarters in a year). The state dictates that there are 175 days of instruction in an academic year for a standard of 11.67 weeks per quarter (175 days per year / 5 days per week = 35 weeks per year excluding summer quarter; 35 weeks per year / 3 quarters = 11.67 weeks in a quarter).*
- Calculation for Lecture Class: $(\text{Standardized Lecture Hours per Student (12)}) * \text{Credit Units (5)} * \text{Census Headcount (30)} / 525 = 3.42 \text{ FTES}$
- Calculation for Lab Class: $(\text{Standardized Lab Hours (36)}) * \text{Credit Units (3)} / 3 * \text{Census Headcount (30)} / 525 = 2.57 \text{ FTES}$

FTEF (full-time equivalent faculty)

- Unit of measurement reflects faculty's time on instructional activities (both full and part-time faculty), excluding release and reassignment. FTEF is the sum of all quarters, including summer.
- Calculation: $45 * \text{FTES/PROD or WSCH/PROD}$
- Example: $45 * 15,769.24 \text{ (FTES for one year)} = 709,615.8 \text{ (WSCH)} / 517 \text{ (PROD)} = 1,372.56$ for one academic year. This annual rate will be divided by 3 to annualize the rate.

PROD (productivity)

- Unit of measurement used to inform budgeting and scheduling; conveys the relationship between WSCH and FTEF and measures the ratio between faculty and students. In general, the higher the PROD figure, the more students served by fewer faculty. The CCCCO historically suggests a PROD goal of 525 is efficient for traditional academic calendars, but PROD goal is a local decision, varies based on negotiated seat caps, and is annually set by the district. The WSCH and FTEF used to calculate PROD includes all quarters, including summer.
- Calculation: $(\text{WSCH} / \text{FTEF})$
- Example for one course: $3.93 \text{ (FTES)} * 45 = 176.85 / 0.3 \text{ (FTEF)} = 589.5 \text{ PROD}$
- Example for one academic year: $709,413 \text{ (WSCH)} / 1,370 \text{ (FTEF)} = 517.8 \text{ PROD}$



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Full-time Load / Overload / Part-time Load

- A typical full-time instructor is required to be in the classroom the equivalent of 36 contact hours over 3 quarters. A full-time instructor will teach 9 classes at an average of 0.111 load per course x 9 courses = 0.999 load. A part-time instructor will teach up to 6 course at 0.111 for a load of 0.67.
- Full-time load reflects faculty assignment types 0 and 3 (on load, paid and non-paid)
- Overload reflects faculty assignment type 2. This includes full-time faculty teaching beyond 0.999 and all summer instruction
- Part-time load reflects assignment types 4, 5, and 8
- Total Load = PT Load + FT Load + Overload

Maximum Enrollment or Maximum Seat Count

- Maximum number of students permitted to enroll in a section. Maximum enrollment is set by each department.

Actual Enrollment or Actual Seat Count

- Actual number of students who enrolled in a section.

Available Seats or Remaining Capacity

- Available seats reflect the number of seats available based on the maximum seat count set for the section by each department.
- Calculation: (maximum enrollment – actual enrollment)

Fill Rate

- Fill rate reflects how full a section is at a certain time period (e.g., registration, census or end of term).
- Calculation: (actual enrollment / maximum enrollment)

Drops

- When a student leaves or drops a section prior to census day. Enrollment is not counted, and no grade is issued.

Drop Rate

- The proportion of students who dropped from a section prior to census day. They cannot be included in any enrollment counts.
- Calculation: number of drops / (actual enrollment + number of drops)



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DEGREES AND CERTIFICATES

- All degrees and certificates are finalized at the end of each academic year in late September. An award is included if there is an award date, and the award was cleared for graduation. In 2025-26, the methodology was updated to count awards based on the academic year instead of calendar year resulting in changes to annual award counts. Degrees and certificates are assigned to a division and department based on the program.

PERSISTENCE RATES

- **One term persistence** is Fall to Winter, Winter to Spring, Spring to Summer or Fall, and Summer to Fall.
- **One year persistence** is Fall to Fall, Winter to Winter, Spring to Spring or Summer to Summer.

Persistence is calculated as students who are enrolled in the term selected and successfully enroll in the final term selected. For persistence over a year, a student may not enroll in all terms but is included if they are enrolled in the final term selected, for example, one year persistence for a fall term, the student is enrolled in fall, not in winter, enrolled again in spring, not in summer but again in fall, they are counted in the fall-to-fall persistence rate.

COURSE SUCCESS

- **Course success:** course success rate is the number of students receiving an A, B, C or P grade divided by the total number of students receiving a grade.
- **Non-success:** course non-success rate is the number of students receiving a D, F, FW, I, or NP grade divided by the total number of students receiving a grade.
- **Withdrew:** course withdrew rate is the number of students receiving an EW, MW or W grade divided by the total number of students receiving a grade.

COURSE SUCCESS WITH DISPROPORTIONATE IMPACT

- The PPG-1 method follows the CCCCCO method for calculating disproportionate impact. Disproportionate impact is when (1) a student group's PPG value is less than -2 (e.g., -3, -4, -5, etc.) and (2) the absolute PPG value is greater than the calculated margin of error. PPG is calculated by comparing a student group's success rate against the success rates of all students except for the group being examined (e.g., Latinx PPG is Latinx success minus the success of all students except for Latinx students).



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COURSE SECTION CHARACTERISTICS

- **Campus:**
 - De Anza Main Campus: includes all courses offered at De Anza in any modality
 - De Anza Off Campus: includes courses offered at off campus locations including clinical sites and high school dual enrollment courses.
 - Foothill Main Campus: includes all courses offered at Foothill in any modality
 - Foothill Off Campus: includes courses offered at off campus locations including clinical sites and high school dual enrollment courses.
 - Foothill Sunnyvale Center: opened in 2016-17; classes prior to 2016-17 were held at the now defunct Middlefield Center location.
- **Course Credit Status:** includes credit or noncredit courses. Noncredit at De Anza are graded while not all noncredit at Foothill are graded. The default is to display credit courses.
- **Instructional Modality (simple):** Face-to-Face, Online, Hybrid and Unknown. Face to Face includes sections offered in person identified as all meetings are in a physical room. Hybrid are courses with an online and face-to-face component. Online courses are identified as courses with only an online component. Unknown courses are those designated as TBD.
- **Instructional Modality Detail:** A more detailed modality description, indicating whether the online or hybrid class is asynchronous, synchronous, or a mix.
- **Term:** Summer, Fall, Winter or Spring. The starting summer is included in the academic year, for example, summer 2026 is included in the 2026-27 academic year.

SPECIAL PROGRAMS/LEARNING COMMUNITIES

- **CalWORKs Students:** students are receiving services by the CalWORKs unit at the respective college in the term specified.
- **DE CCAP/MOU Sections:** At De Anza these courses are identified as course sections containing G, at Foothill as D.
- **DSPS Students:** students who are receiving services by DSPS unit at the respective college in the term specified.
- **EOPS Students:** students are receiving services by the EOPS unit at the respective college in the term specified.
- **English/Math Corequisite Sections:** Includes corequisite courses as scheduled by each college. At De Anza these include course section numbers that include Q. Courses at Foothill are identified individually.



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- **Honors Sections:** At both De Anza and Foothill these courses are identified as course numbers containing H.
- **MPS Sections:** At De Anza and Foothill these courses are identified as course sections containing M and the subject is MATH or STATS.
- **Puente Sections:** At De Anza and Foothill these courses are identified as course sections containing P, excluding MPS sections containing a P.
- **Umoja Sections:** At De Anza these courses are identified as course sections containing UM or SK at Foothill as U.
- **Veteran:** students who are receiving services from the respective college granted to them as members/veterans of the US Armed Forces. Veterans identified Banner Cohort and Banner Attribute or SGRVETN in the term specified.

STUDENT CHARACTERISTICS

- **Age:** Student age at the start of the academic year (October).
- **District Service Area:** District service area combines De Anza and Foothill service areas. De Anza College serves the Fremont Union High School District, which includes the city of Cupertino, and parts of Los Altos, San Jose, Santa Clara, Saratoga and Sunnyvale. Foothill College serves the Palo Alto Unified School District and the Mountain View-Los Altos Union High School District. These districts include the cities of Los Altos Hills, Mountain View, Palo Alto and parts of Los Altos. Based on information collected from the most recent application.
- **Ethnicity:** prioritizes multi-ethnic students using a segmentation hierarchy: Latinx, Black, Filipinx, Pacific Islander, Native American, Asian and White based on information collected from the most recent application.
- **First-generation college:** students whose parents/legal guardians' highest educational attainment is high school or less based on information collected from the most recent application.
- **Foster Youth:** self-identified students from the CCCApply application. If any of the following are true, Banner Student Attribute = FOST or Banner Cohort includes FOSTER or CAFYES or CCCApply application identified as foster youth, under 20 foster youth, or foster youth priority. These students may not be receiving services at the respective college.
- **Gender:** self-identified gender as male, female, nonbinary or unreported based on information collected from the most recent application.. Male and female are based on a student's identified sex. If a student has identified their sex as null and identified gender as nonbinary they are included as nonbinary. If sex and gender are null, the students is identified as unreported.



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- **Low income:** students' self-reported household income based on information collected from the most recent application.. For data in 2020-21 or prior, low income is \$25,000 or less. For data in 2021-22 and onward, low income is \$50,000 or less.
- **Non-ca resident:** students who are non-California residents or international students.
- **Ca Residency:** students who are California residents, AB 2364 high school/dual enrollment, AB 540, VACA Veteran or those with non-resident fee exemptions.
- **Student Type:** Students' calculated enrollment status for each term based on their prior college enrollment. Student types include: dual enrolled high school, adult education, first time student, first time transfer student, returning student, continuing student. In order to not duplicate student counts, only one student type is applied across the academic year. The student type for the first term of enrollment in the academic year is displayed for Program Review and Student Equity. Enrollment reports retain the term-based student type.