Data Dictionary

Term	Definition
Admission Category	Upon being admitted to the University, students are assigned an admission category. Below are the admission categories that can be assigned to a student: •High School-Student is currently in high school and taking college courses •Undergraduate Regular-Student has not reported any prior college coursework •Undergraduate Transfer-Student has reported prior college coursework, includes students who have a previous degree •Undergraduate Other-Student is non degree seeking •Unknown-Student does not have an admit status
Age	Age in years. Calculated from date of birth and measured as of September 1 of the fiscal year.
Annual Enrollment Intensity	Annualized measure of student enrollment intensity. •Full-Student was full time in fall and spring terms. •Mixed-Student was a combination of full and part time in fall and spring terms. •Part-Student was part time in fall and spring terms.
Award	Count of credentials earned. Students who earn more than one credential are counted twice.
Budget	Operating Expenses-total FY revenue for the college; broken out into percentage funded by state appropriation, tuition and fees, and other revenue (including emergency funding)
Citizenship	Citizenship status based on student self-identification on application. Source of definition noted in parentheses. •Dual National-A person who is considered a national of two countries at the same time. (US Dept of State) •Non-Resident Alien-A person who is not a citizen or national of the United States and who is in the US on a visa or temporary basis and does not have the right to remain indefinitely. This is reported regardless of racial-ethnic status. (IPEDS) •Refugee/Asylee-Generally, any person outside his or her country of nationality who is unable or unwilling to return to that country because of persecution or a well-founded fear of persecution based on the person's race, religion, nationality, membership in a particular social group, or political opinion. (USCIS) •Resident Alien-This term applies to non-US citizens currently residing in the United States. (USCIS) •US Citizen-A current US citizen. •Temporary Protected Status-The secretary of the Department of Homeland Security may designate a foreign country for TPS due to conditions that temporarily prevent the country's nationals from returning safely, or in certain circumstances, where the country is unable to handle the return of its nationals adequately. (USCIS) **The following categories are combined as Other to protect student data privacy:** •Other-A student whose citizenship status does not fall into any of the above categories. •US Citizen-Non Resident-A current US citizen who does not currently live in the US. •Unknown-A student whose citizenship status is unknown.

Cohort Entering Term	Fall Cohort: Each cohort includes undergraduate regular and transfer students who first entered in the fall semester (or preceding summer, if continued to fall enrollment). These cohorts are then tracked for retention, persistence, and completion. •For example: Students who first started in fall 2016 are in the fall 2016 Cohort Entering Term. Retention would be measured after one year, in fall 2017. Persistence and Completion would be measured after three years, in fall 2019.
Cohort Programs	Cohort defined programs in which students can participate at the college based on various factors. Including: International, Make It Count, Power of You, Title III Bridge, Title III Dev Ed, TRIO. See Saint Paul College website for more information.
Completion	Student awarded any certificate, diploma, or associate's degree at Saint Paul College. Time frame within three years (measured at start of fourth fall).
Continuing Student	A student's successive terms at SPC. Includes students who are continuing at the same level (e.g. a student who has been at SPC for prior terms as an undergraduate).
Credential	•Associate of Arts (AA)-Awarded for successful completion of 60 semester credits in liberal arts and sciences. Designed to constitute the first two years of a baccalaureate degree. •Associate of Fine Arts (AFA)-Designed for students who plan to transfer to a four-year college to pursue a Bachelor of Fine Arts Degree. •Associate of Applied Science (AAS)-Awarded for successful completion of a program of 60-72 semester credits. Intended for students who desire immediate employment upon graduation. •Associate of Science (AS)-Awarded for successful completion of a program of 60 semester credits in a designated field or area which transfers to a baccalaureate major in a related scientific or technical field. •Diploma (DIP)-Awarded for successful completion of 30-72 semester college-level credits. Intended for students who desire entry-level employment skills or career advancement. •Certificate (CERT)-Awarded for successful completion of 9-30 semester college-level credits. Certificates are intended to provide students with entry-level employment skills or to enhance a student's technical skills.
Division	Divisions are an academic organizational structure by broad content areas that contain Courses, Programs, and Majors. SPC has six divisions: Business, Career & Technical Education, Health Science, Liberal & Fine Arts, STEM (Science, Technology, Engineering, & Math), and Wellness & Service. The Division filter is aligned with student major.
Employee Category	Administration-administrators at the college, e.g. presidents and vice presidents Full time faculty-faculty who teach full time Part time faculty-faculty who teach part time, e.g. adjuncts Staff-remaining employees of the college, directors, advisors, general maintenance workers, etc.
Employee Diversity	The percentage of employees who are people of color out of the total number of employees (does not include president)
Feeder High Schools	PSEO Programs-high schools that PSEO students come from Student Origin-high schools that overall student body comes from

First Generation-Federal	A student whose parents do not have 4-year degrees.
First Generation-Minnesota	A student whose parents do not have any postsecondary education.
First Time Students Receiving Grants or Scholarships	Students who are just starting their postsecondary education and received either grants or scholarships to support their education
Fiscal Year (FY)	The College's fiscal year runs from July 1 to June 30. Fiscal years are numbered by the calendar year in which they end (e.g. Fiscal Year 2019 runs from July 1, 2018 to June 30, 2019). Summer term is included as a leading term (i.e. Summer 2018, Fall 2018, and Spring 2019 are included in Fiscal Year 2019).
Foundation	Fundraising amount from the Friends of Saint Paul College foundation, used to support the college and students
Full Year Equivalent (FYE)	The total attempted credit hours divided by a full-time student credit load (30 credits) for the fiscal year. Indicates the equivalent of full-time students for an institution in a fiscal year.
Gateway to College	Partnership program between Saint Paul Public Schools and Saint Paul College to help students finish high school while also starting college courses
Gender	Female, Male, Other, or Unknown
Graduate	Any student who earned a certificate, diploma, or degree during the identified timeframe. For demographic data, each student is only counted once even if they received more than one certificate, diploma, or degree.
Graduate Outcomes	Students are classified as one of the following based on the graduate follow-up survey: •Status Unknown-The institution received no information from the graduate, or survey was returned with no responses. •Unavailable for Work-Graduate was not actively seeking a job related to their program or major. •Available for Work but Unemployed-Did not work or pursue further education within one year of graduation, and was seeking work. •Continuing Education-Student obtained or pursued (accepted or enrolled at an institution) another degree, diploma or certificate within one year after graduation. •Unrelated Job and Not Seeking Related-Student is employed in a job that is not related to their area of study and is not seeking a job that is related. •Unrelated Job and but Seeking Related-Student is employed in a job that is not related to their area of study, but is seeking a job that is related. •Employed in Related Full time Job-Student is employed (started, accepted or continued) in a full-time job that is related to their area of study within one year of graduation. •Employed in Related Part time Job-Student is employed (started, accepted or continued) in a part-time job that is related to their area of study within one year of graduation.
Grants	Money provided through financial aid that students can use to help support their education, does not need to be paid back
Headcount	Unduplicated student enrollment. Each student is only counted once during the indicated timeframe.

High School Students	Students who are in high school and also taking college courses, either concurrent or PSEO
Instruction Method by Course	This is a course level measure. It indicates how the course is delivered. Asynchronous indicates there are not specific times a student needs to be online. Synchronous indicates there are certain times when a student needs to be online for class. •Blended/Hybrid-25-75% of instruction online with regularly scheduled in-person meetings. •Completely Online-Asynchronous-100% of instruction is online. •Completely Online-Synchronous-100% of instruction is online. Course has required synchronous online meetings or activities •In-Person-Instruction is primarily in person. •Mostly Online->75% of instruction is online with up to two possible in-person meetings. Up to four required proctored exams. Course may have online synchronous components. •Remote Teaching Limited In-Person and Remote Teaching No In-Person-temporary instruction methods used only for summer 2020 in response to pandemic
Loans	Money provided through financial aid that students can use to help support their education, must be paid back
Major	A combination of courses and related activities organized for the attainment of an award as defined by the institution. Majors fall below Programs in the organizational structure.
New Student	A student's first term at SPC. Students who are new in summer and enroll in fall are counted as new for summer and fall. Students are counted as new at each level (e.g. a PSEO student would be counted new in their first PSEO term, if they enroll as an Undergraduate student, they would be counted new in their first term as an Undergraduate).
Online vs Classroom Enrollment by Student	All Online = 100% of a student's courses are online; Mostly Online = 50-99% online; Mostly Classroom = 1-49% online; All Classroom = 0% online Courses considered online are classified as Mostly online, Completely online-synchronous, and Completely online-asynchronous
Pell Eligible	Pell grant eligibility is used as a proxy for low income status. The Pell Grant provides grant assistance to eligible undergraduate postsecondary students with demonstrated financial need to help meet education expenses.
Persistence	Student continuing toward their educational goal, including retention and transfer. Time frame within three years (measured at start of fourth fall).
Previous Educational Attainment	This is a calculated field based on the admission category of the student. •Current HS Students-Students who are currently in high school and taking college courses •No Prior College-Students who are new to higher education and do not have previous college credits •Some Prior College-Students who have enrolled in higher education in the past •Previous Degree-Students who have previously earned a college degree •Unknown-Non degree seeking students or students who do not have an admit category unknown prior college experience

Program	Programs serve as an organizational structure by specific content area that fall below Divisions and above Majors. They can include multiple degrees (e.g. Diploma and Associate's).
PSEO Type	Post Secondary Enrollment Option. These are high schools students taking college classes in various formats. •Concurrent-high school students taking colleges classes at their high school •PSEO-high school students taking college classes at the college •Other HS-students taking college classes outside of a formal agreement, paid for independently
Race and Ethnicity	•Hispanic of any race-A person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture, regardless of race •American Indian or Alaska Native-A person having origins in any of the original peoples of North, Central or South America and who maintains tribal affiliation or community attachment •Asian-A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent •Black or African American-A person having origins in any of the black racial groups of Africa •Nonresident alien-race and ethnicity are not collected for students who are not permanent residents of the U.S. •Two or more races-A student who has selected more than one of the race-ethnicity options •White-A person having origins in any of the original peoples of Europe, the Middle East or North Africa **The following categories are combined in the public version as Other to protect student data privacy:** •Native Hawaiian or Other Pacific Islander-A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands •Unknown race and ethnicity-A student who has not selected any of the race-ethnicity
Retention	Student's continued enrollment at Saint Paul College. Time frame within one year (measured at the start of second fall).
Student of Color	Includes students from the following racial-ethnic groups: American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, and Native Hawaiian or Other Pacific Islander. Nonresident Alien students and students whose race-ethnicity is unknown are not classified as Students of Color.
Subject	All courses are assigned a four letter prefix that denotes the area the course is focused on (e.g. PSYC = psychology, AUTO = automotive)
Success-Minn State Measure	The students in an entering cohorts are tracked through subsequent terms to determine if they were retained, transferred, graduated, or transferred and then graduated. Success is an aggregate measure of all four of these categories. A cohort is defined as entering students in a particular term.
Term Enrollment Intensity	•Full Time-Enrolled in 12 or more credits within the term. •Part Time-Enrolled in less than 12 credits within the term.

Term Name	Alpha-numeric code representing the academic term. SPC's academic terms are semesters, which are approximately 17 weeks. •Summer = May-August (SU) •Fall = August-December (FA) •Spring = January-May (SP) •For example, Fall semester 2018 would be abbreviated as FA18 in the dashboards.
Veteran	Known veteran status. A student who is now or has ever served in the United States Armed Forces or Uniformed Services.

*Note that some of these metrics are only included in the internal version.