GUIDE TO UNDERSTANDING THE DASHBOARD INDICATORS
FOR DEPARTMENTAL PERFORMANCE REVIEW

The Departmental Dashboard Indicators (DDIs) are data points that provide a framework for assessing the status of academic programs. Just as the gauges on your car's dashboard indicate how well your vehicle is operating, the DDIs give a ready indication of the department's level of performance. Although the DDIs assist departments in evaluating their programs, they are only a part of the self-evaluation and improvement process. As with your vehicle, there are critical components "under the hood" that contribute to the successful delivery of teaching, research and service.

DDIs are presented for the most recent three years for which data is available for each of the three main functions of the University - Instruction, Research and Service.   Indicators for the college in which the department is located, and for the university as a whole are included to provide context for comparisons. Please note that the "University Total" column for each measure represents the total for that measure across all of FAU's colleges. For some measures, there may be additional activity units outside the University's Colleges that are not captured in the 'university total' column.
Unless otherwise noted, each academic year is composed of a summer, fall and spring, in that order.

The DDI tables begin with Part B. Part A of each section requires a review of assessment goals and outcomes.

I. Instruction

B.   *Input Data* describes characteristics of faculty, courses and students.

1. Headcount, Person Years and FTE Devoted to Instruction

This DDI summarizes the department's instructional workforce. Instructors are categorized as faculty, adjuncts, other personnel on a faculty pay plan, or graduate teaching assistants. *Faculty* are divided into two categories: Tenured and tenure-earning, and non-tenure-earning. *Adjuncts*' employment may be long or short-term, but it is paid on a part-time contract outside of the regular faculty pay plan. *Other personnel* includes those whose primary assignment is research. *Graduate teaching assistants* are pursuing graduate degrees while teaching a course.

 The number of faculty in a department is expressed in three ways - headcount, person-years and FTE. The *headcount* reflects actual numbers of faculty employed in the department, regardless of both instructional and research. *Person-years* adjust this number for instructors who may work part-time, or for less than a full calendar year. One person-year represents a full-time, year-round workload. A typical faculty member who works full-time for the fall and spring terms represents 0.75 person years. *FTE* is the metric used to facilitate comparison with institutions outside the Florida SUS. One FTE equals a full-time workload for the fall and spring terms. One FTE = 0.75 person years.

In addition to instruction, faculty time may be devoted to departmental research, service, administration, advising, or university governance. Person-years (or FTE) devoted to instruction is broken out to show the strength of the department's resources for delivering courses. This table does not include time devoted to activities funded through external contracts and grants, or auxiliary operations.

2. Instructional Faculty and Adjuncts by Gender and Ethnicity

This DDI reports diversity of the department's instructors. Gender and ethnic breakouts are provided separately for instructional faculty and adjuncts. Instructors are counted only once in the racial/ethnic categories.

3. Average Course Section Size and Percent of Sections Taught by Faculty

This DDI gives information on level and volume of courses, class size, and percent of instruction delivered by faculty. 'Faculty' includes tenured, tenure-earning and non-tenure-earning faculty. *Other course types* include thesis and dissertation, individual performance study, and directed independent study.

4a. Majors Enrolled by Level (Annual Headcount)

Students who have declared majors in programs offered by this department are counted if they were enrolled in either summer, spring or fall. Students enrolled at more than one level during the year (for example, bachelors and masters) are included in the level of their latest term.

4b. Majors Enrolled (Annual Headcount) by Gender and Ethnicity

This DDI reports diversity of the department's majors. Students are counted only once in the racial/ethnic categories.

C. *Productivity Data* reports credit hour and degree outputs.

1. Annualized State-Fundable FTE Produced by Level

In this context, FTE is a measure of credit hours produced by courses offered by the department. For example, ten students enrolled in a three-credit course produce 30 credit hours. At the undergraduate level, 40 credit hours equal one FTE; for graduate-level courses, 32 credit hours equal one FTE. Credit hours that meet the State's criteria for funding are termed "state-fundable FTE."

Graduate FTE is further broken out by degree level (Grad I and Grad II) and type of instruction (Classroom and Thesis/Dissertation). Grad I is master's level, and Grad II is specialist or doctoral level. Credit hours produced in classroom instruction may be either master's, specialist or doctoral level, but are "organized" classes with regular meeting times, whereas thesis and dissertation hours are individually supervised. These distinctions are useful for managing faculty workload.

2. Annualized State-Fundable FTE Produced In/Out of Department or College

It is useful for departments to know which students they are serving with their courses. This DDI reports FTE produced by majors in the department, by majors outside the department but in that college, or by majors from other colleges. Some departments serve primarily their own majors, while others have a significant "service" component, delivering courses to majors in other departments and colleges.

3. Degrees Awarded

This DDI reports the number of degrees awarded in the department's programs, an important indicator of the department's productivity. Some degrees are awarded with double or triple majors, resulting in fractional degree totals.

D. *Efficiency Data* provides a measure of faculty output.

1. Annualized FTE Produced per Instructional Person Year

This DDI takes the annualized course FTE reported in Table C1 and divides it by the person-years devoted to instruction from Table B1. The resulting ratios indicate the size of the instructional workload.

2. Degrees Awarded per <u>Faculty</u> Instructional Person Year

This is a similar measure to the one above, but instead divides the number of degrees conferred in a given academic year by the faculty instructional person-years for that year. The resulting ratios indicate the degree-producing load of instructional faculty.

Since the number of degrees conferred in any given year is dependent on factors like prior years' enrollments, time to degree, and availability of required courses outside the department, care should be exercised in comparing ratios across years.

E. *Effectiveness Data* reports student opinions.

1. Overall Rating of Instructor (Item 8) from Student Perception of Teaching

This DDI reports the average (mean) rating of the course instructor on the teacher evaluation instrument, administered every term in most classes. Since '1' = 'Excellent', lower averages indicate more favorable ratings of instructor.

2. Mean Rating of Satisfaction with Instruction and Advising in Program

On the biennial Student Satisfaction Survey, students rate the quality of instruction in their degree program and quality of advising. Higher average ratings indicate better quality as perceived by the students in that department.

II. Research, Creative and Scholarly Activities

B1. Faculty Person Years and FTE Devoted to Research

This DDI reports the faculty effort devoted to research, both departmental and externally-funded (Sponsored Research).   Person-years and FTE are as defined in I.B1 above. *Faculty* are divided into tenured and tenure-earning, and non-tenure-earning. *Other personnel* include scholars, scientists and engineers who conduct research but do not hold regular faculty rank.

These indicators are limited to faculty activity reported to the State's Instruction and Research Data File. Because of reporting constraints, they necessarily underestimate actual time spent on research activities. For Departmental Performance Review, the information reported here is supplemented by the Chair's qualitative assessments of goals and accomplishments in the areas of research, creative and scholarly activities.

C1-7. Research/Creative/Scholarly Productivity

These indicators measure the products of a department's efforts in research, creative and scholarly endeavors. Scholarship of faculty is reflected in the number of books, publications in refereed journals and other media, and presentations at professional conferences. For some disciplines, faculty creativity is reflected through productions, performances or exhibitions. Creative and scholarly endeavors data are provided by the College Dean's office. Grant Proposals and Sponsored Research & Program Expenditures are based upon data provided by the Division of Research but **exclude** units outside the University's Colleges (e.g., Henderson School, IRM, Library).
The number of grant proposals submitted includes proposals administered by the Division of Research only. The success of that funding is measured by amount of grant expenditures. Expenditures from a single grant can be spread over multiple years. Expenditures are categorized as:
Organized Research: All research and development activities of an institution that are separately budgeted and accounted for.
Sponsored Instruction: Instructional or training activity established by grant, contract, or cooperative agreement.
Other Sponsored Activities: Programs and projects financed by Federal and non-Federal agencies and organizations which involve the performance of work other than instruction and organized research(e.g., health or community service projects).indicates efforts to obtain external funding.
Please note that the "University Total" represents the total productivity within FAU's colleges. There is additional activity outside the colleges that is no captured in the total.

D1-7. Efficiency Data

This DDI takes the number of research, creative and scholarly activities reported in C1 – 7 and divides by faculty headcount (tenured and tenure-earning faculty only.)   The resulting ratios indicate the volume of research, creative and scholarly activity per capita in the department.

III. Service

B1-3. Service Productivity

This DDI reports the faculty effort devoted to service. "Service" includes service to the university, to the community or to the discipline. These are measured by number of faculty serving on committees devoted to this service, or as editors or referees for professional publications. Please note that the "University Total" represents the total productivity within FAU's colleges. There is additional activity outside the colleges that is not captured in the total.

C1-3. Efficiency Data

This DDI takes the number of faculty committee memberships and faculty serving as editors and referees, and as reported in B1 – 7 and divides by faculty headcount (tenured and tenure-earning faculty only.)   The resulting ratios indicate the volume of service activity per capita in the department.

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