



THE UNIVERSITY OF  
NEW MEXICO®

# Understanding the Data Dictionary

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# Introductions

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# Layout of Today's Discussion

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What is the Data Dictionary?

Data Dictionary Origins

Common Data Needs

Review of OIA Dashboards

Time for Questions

# What is the Data Dictionary?

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a resource that offers **formulas** and **definitions** for many of the commonly used data terms on campus

seeks to **empower users with background knowledge** so that they can make the most **of the data available**

lives on the Office of Institutional Analytics website: <http://oia.unm.edu/data-dictionary.html>

# Data Dictionary Origins

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Visit from the Higher Learning Commission (HLC) last Spring (2019) – response report highlighted **data transparency** as an area for improvement

Assessment/APR and Analytics Offices receive several questions about how to interpret available data

- Worked together to build the dictionary to include commonly questioned terms
- Still in progress – published officially in Summer 2019 (but we are still adding to it)

# Before the Data Dictionary...

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Data users reviewed dashboards that cover these terms and felt the numbers were inconsistent with unit records

# After the Data Dictionary...

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Now, data users can review dashboards and better understand how the numbers were calculated (which students are included in official reporting and why)

**It's important for us to all use the institutionally reported numbers so we do not have issues with data transparency and consistency going forward. The definitions in the Data Dictionary are based on the formulas that reporting units (OIA and Enrollment Management) have to use per requirements from the HLC and other national entities.**

# Common Data Needs - Example

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Departments are typically looking for information on:

1) **retention**, and

2) **graduation** (i.e. time to degree, graduation rates, etc.)

by race/ethnicity, gender, first generation, and Pell grant status, where possible.

All of these terms are defined in the data dictionary!

# Retention Definition

The screenshot shows a web browser window with the URL `oia.unm.edu/data-dictionary.html`. The page has a navigation menu with items: Home, Facts and Figures, Data Requests and Calendar, Resources, and Surveys. A list of menu items is visible, including Major vs Program vs Concentration, Min/Max Ethnicity, NMHED, Non-degree versus Undecided Students, Public service staff, Research staff, Retention rate (highlighted), Sabbatical, and SCH. The 'Retention rate' section is expanded, showing the following text:

Percentage of first-time, degree-seeking freshmen (or freshmen cohort) who remain enrolled in a subsequent semester. For example, the 1-year retention rate for the 2015 freshmen cohort reflects the percentage of students in the cohort who remain enrolled at the start of the fall 2016 semester. This includes students who are away as national/international exchange students or on cooperative work assignments. The "retention rate" for a given freshmen cohort generally refers to the 1-year rate, or 3rd-semester retention.

While there is currently no established official methodology for calculating retention rates for master's and doctoral students, it is possible to determine a retention rate with a few parameters in place; namely, the initial term of matriculation and the time frame in which you are measuring continued enrollment.

**Pertains to what population of students:** First-time freshmen.

The browser's taskbar at the bottom shows various application icons, and the system tray in the bottom right corner displays the time as 5:20 PM on 1/14/2020.



# Graduation Definition

The screenshot shows a web browser window with the URL [oia.unm.edu/data-dictionary.html](https://oia.unm.edu/data-dictionary.html). The browser's address bar and tabs are visible at the top. Below the browser window, a navigation menu includes links for Home, Facts and Figures, Data Requests and Calendar, Resources, and Surveys. The main content area displays a list of terms: FTE, Gender, and Graduation rate. The 'Graduation rate' term is selected, and its definition is shown in a light pink box. The definition explains that the graduation rate is the percentage of first-time, full-time freshmen from a particular fall cohort who graduate prior to a specific subsequent term. It also includes a note about PharmD students and details on how graduation rates are computed based on 4, 5, 6, or 8-year time periods. The definition concludes by stating that the rate pertains to undergraduates, first-time, full-time freshmen.

**FTE**

**Gender**

**Graduation rate**

The percentage of first-time, full-time freshmen from a particular fall cohort who graduate prior to a specific subsequent term. Generally, the graduation rate for a given freshman cohort refers to the percentage of full-time students in the cohort who graduate within 6 years, or prior to the start of the cohort's 7th fall semester. For example, the graduation rate for the 2010 freshman cohort is the percentage of students who graduated prior to the start of Fall 2017. For IPEDS reporting, this rate is often referred to as the "150% graduation rate," as it reflects graduation within 150% of the expected time to finish a bachelor's degree.

**Note:** PharmD students are also counted as Bachelor's completers once they are enrolled in the 'PH' college, regardless of whether they have received an undergraduate degree in Pharmacy. This is an IPEDS reporting requirement. It is now an option to receive the Bachelor's degree, but it is not required for a Doctor of Pharmacy degree.

Graduation rates are computed based on 4, 5, 6, or 8 year time periods, and generally include only students who began as first-time, full-time freshmen. The Outcome Measures survey calculates a graduation rate for other groups of undergraduate students, including first-time part-time students, transfer-in students, and students who transfer out.

While there is currently no established official methodology for calculating graduation rates for master's and doctoral students, it is possible to determine a graduation rate with a few parameters in place; namely, the initial term of matriculation and the term by which these students may have graduated.

**Pertains to what population of students:** Undergraduates; First-time, full-time freshmen.



# Review of the OIA Dashboards

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# Retention

Not secure | oia.unm.edu/facts-and-figures/freshman-cohort-tracking-reports.html

Home Facts and Figures Data Requests and Calendar Resources Surveys

Official Enrollment Reports  
UNM Peer Institutions  
Course Fail Rates Dashboard  
Common Data Set  
IPEDS Data Access  
Faculty Salary Data  
**First-Year Cohort Tracking Report**  
OIA Data Request Process  
Time to Degree  
Graduation Rates  
Graduate Studies Dashboard  
Rankings  
SCH by Course College

the UNM Main Campus in each fall semester. Students who enter in a fall semester as first-time first-year students are tracked for twenty semesters as a cohort through graduation on Main Campus. The data contained in the First-year Cohort Tracking (FCT) reports include high school information relevant to college admission, demographic statistics, UNM GPAs, and retention and graduation rates pertaining to these cohorts of students. Definitions of these terms can be found in the [OIA Data Dictionary](#).

Demographics HSGPA ACT SAT Retention Graduation

### Retention Rates

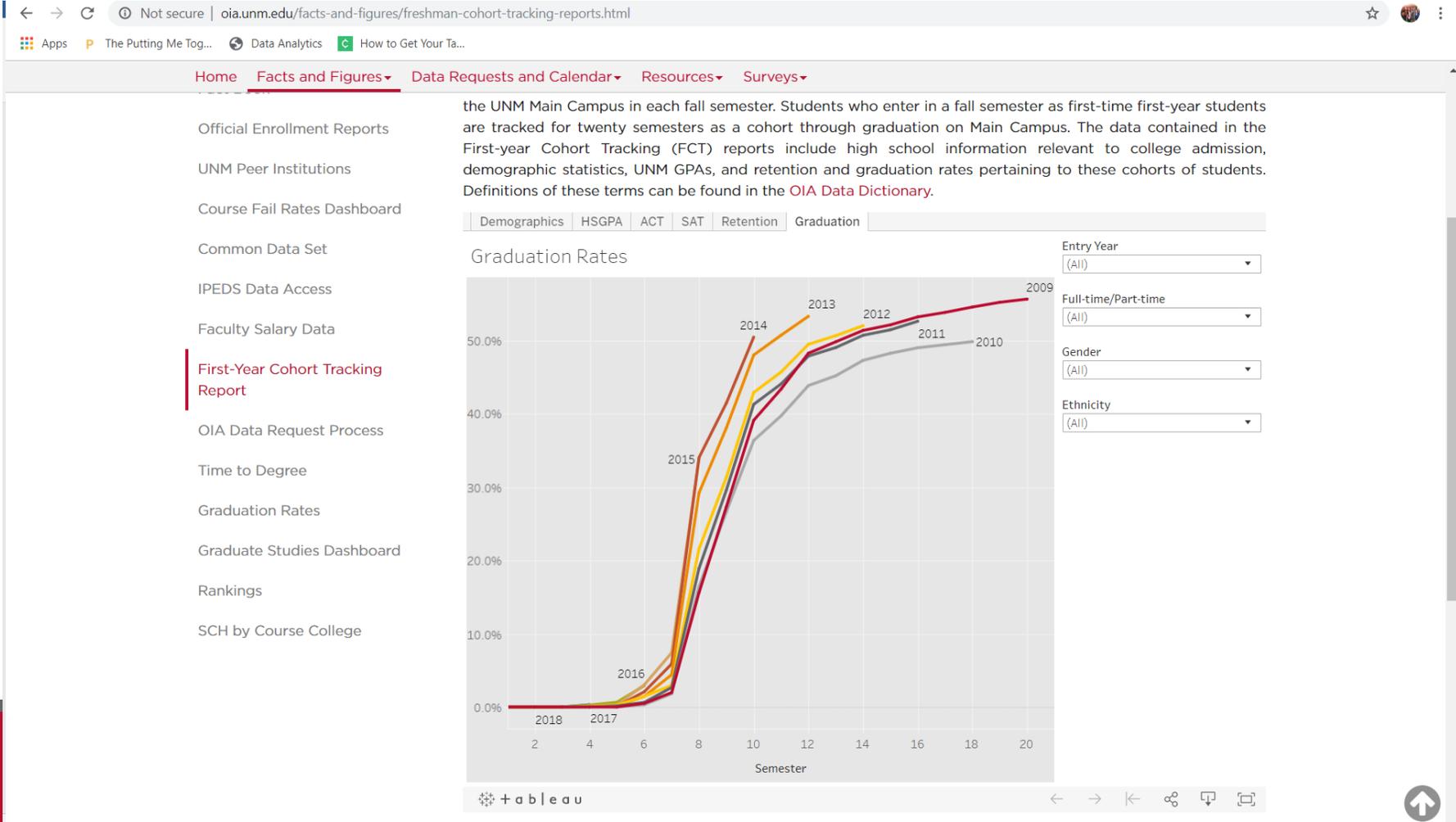
Entry Year: (All)  
Full-time/Part-time: (All)  
Ethnicity: (All)  
Gender: (All)

Semester	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009
1	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
2	80.0%	78.0%	75.0%	72.0%	70.0%	68.0%	65.0%	62.0%	60.0%	58.0%	55.0%
3	75.0%	72.0%	68.0%	65.0%	62.0%	60.0%	58.0%	55.0%	52.0%	50.0%	48.0%
4	70.0%	68.0%	65.0%	62.0%	60.0%	58.0%	55.0%	52.0%	50.0%	48.0%	45.0%
5	65.0%	62.0%	58.0%	55.0%	52.0%	50.0%	48.0%	45.0%	42.0%	40.0%	38.0%
6	60.0%	58.0%	55.0%	52.0%	50.0%	48.0%	45.0%	42.0%	40.0%	38.0%	35.0%
7	55.0%	52.0%	48.0%	45.0%	42.0%	40.0%	38.0%	35.0%	32.0%	30.0%	28.0%
8	50.0%	48.0%	45.0%	42.0%	40.0%	38.0%	35.0%	32.0%	30.0%	28.0%	25.0%
9	30.0%	28.0%	25.0%	22.0%	20.0%	18.0%	15.0%	12.0%	10.0%	8.0%	7.0%
10	25.0%	22.0%	20.0%	18.0%	15.0%	12.0%	10.0%	8.0%	7.0%	6.0%	5.0%
11	20.0%	18.0%	15.0%	12.0%	10.0%	8.0%	7.0%	6.0%	5.0%	4.0%	3.0%
12	15.0%	12.0%	10.0%	8.0%	7.0%	6.0%	5.0%	4.0%	3.0%	2.0%	1.0%
13	10.0%	8.0%	7.0%	6.0%	5.0%	4.0%	3.0%	2.0%	1.0%	1.0%	0.0%
14	8.0%	7.0%	6.0%	5.0%	4.0%	3.0%	2.0%	1.0%	1.0%	0.0%	0.0%
15	7.0%	6.0%	5.0%	4.0%	3.0%	2.0%	1.0%	1.0%	0.0%	0.0%	0.0%
16	6.0%	5.0%	4.0%	3.0%	2.0%	1.0%	1.0%	0.0%	0.0%	0.0%	0.0%
17	5.0%	4.0%	3.0%	2.0%	1.0%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%
18	4.0%	3.0%	2.0%	1.0%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
19	3.0%	2.0%	1.0%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
20	2.0%	1.0%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
21	1.0%	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
22	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

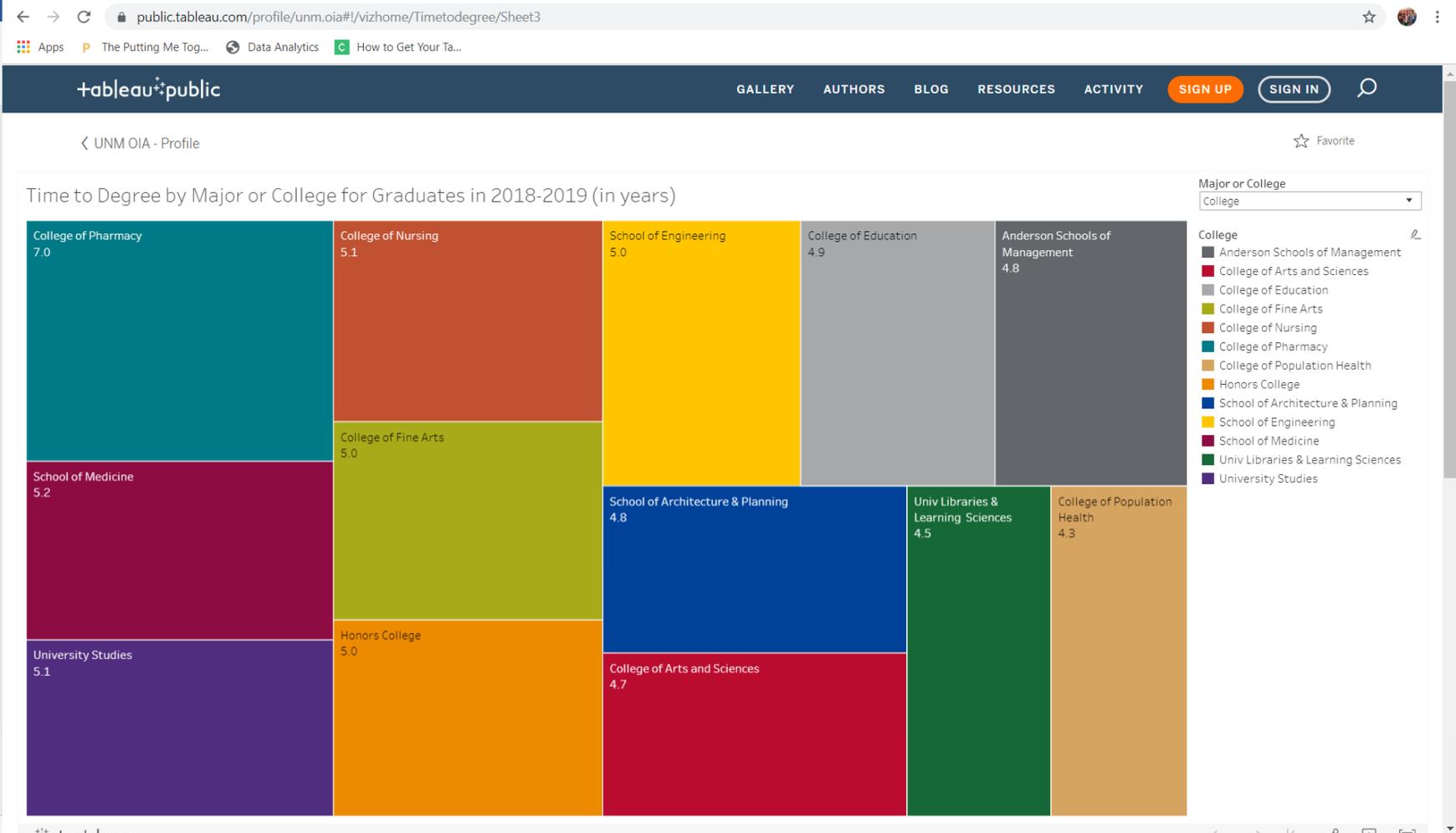
+ a b l e a u



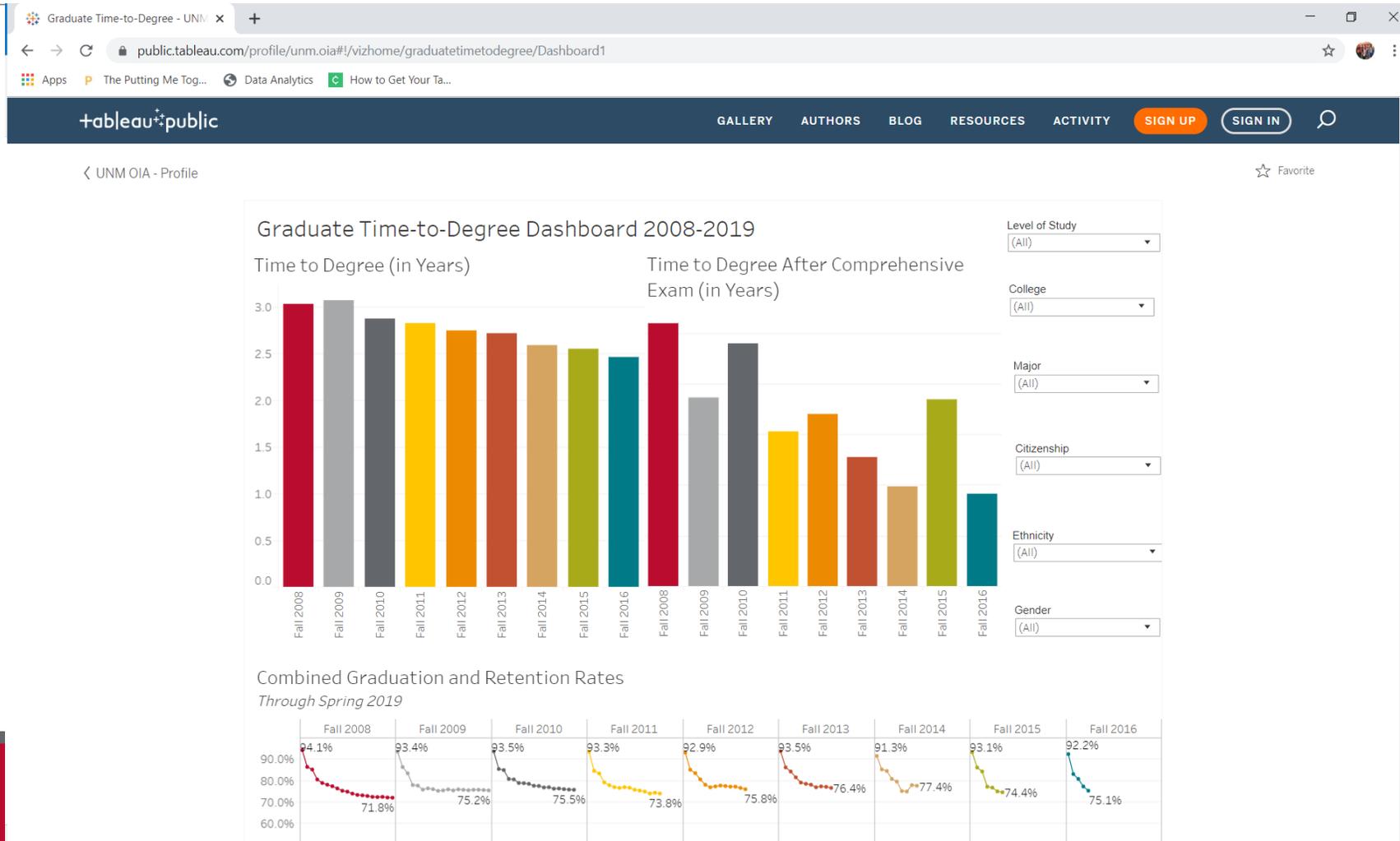
# Graduation Rate



# Graduation: Time to Degree



# Graduation: Time to Degree - Grad



# Questions?

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**Thank you!**

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