

DEAC 2023 Annual Report - Frequently Asked Questions

Programs

Q: I accidentally duplicated a program in the program tab. What should I do?

A: Please use the trash can icon at the end of the row to delete the extraneous program. If you are unsure which program is the duplicate, click over to the Enrollment tab. The program with the previous year's data available is the one to preserve. Delete the program that does not have any data available.

Institutional Outcomes

Q: What does “# completed units awarded for the calendar year regardless of cohort” mean?

A: A unit can be semester credit hours, quarter credit hours, clock hours, or whatever unit of measurement the institution employs to track student progress. This column is asking for the total number of units that your institution awarded during the 2023 calendar year to all students at each credential level. This number should include credits given to all students, not just students in the graduating cohort.

Q: What does “Credential seeking recipient headcount regardless of cohort” mean?

A: A credential seeking recipient is any student enrolled in the program seeking a degree, diploma, or certificate. This question is asking for a headcount from 2023 of the total number of students enrolled at each degree level seeking a credential. Students at-large or students just auditing or students who have withdrawn should not be counted.

Q: What does “Total of successfully completed units awarded to graduating students” mean?

A: This column is asking the institution to provide the total number of credits or clock hours that all students graduating in 2023, regardless of cohort, were awarded. As a simple example, if a program has 30 credits, and you have 10 students who graduated, you should report 300 in this column. Please note, however, that it may not be as simple as multiplying the number of students graduating by the total program credits. For example, if a bachelor student was first time in a 120 credit hour program, you should report 120 units for that student. If a student was a transfer and earned 74 credits at the institution, the school should report 75 for that student.

Q: What does “# non-continuing students” mean?

A: Please provide the total number of students who have withdrawn, are auditing, are only completing a single class but will not be advancing to complete program etc.

Q: What does “Total units completed by non-continuing students” mean?

A: This column is asking the institution to provide the total units (credit hours/clock hours etc.) those students from the previous column completed before withdrawing.