

DATA CHECKLIST

UNIVERSITY-WIDE DATA

1. ☐ Department and academic program wise Student/faculty ratio
2. ☐ For each department, the average number of students per class.
3. ☐ Total enrolment; enrolment by major; enrolment by department; number of full-time students and part-time students in undergraduate programs and in graduate programs.
4. ☐ Number of applications received and the number of students enrolled in undergraduate and graduate level last three years.
5. ☐ Retention rate from first to second year; second to third year; third to fourth year – undergraduate programs and graduate programs.
6. ☐ Department wise / designation wise Number of full-time faculty; number of part-time faculty, on contract faculty, visiting faculty and adjunct faculty with qualification.
7. ☐ Designation wise list of Average salary for faculty (full-time and Part-time faculty).
8. ☐ Total amount of financial aid given to the students from institutional funds; % of expenditure in proportion to the total budget for the last three financial years.
9. ☐ Net tuition rate (tuition income – institutional financial aid); % of revenue budget.
10. ☐ Endowment assets per student (amount of endowment divided by total number of full-time equivalent students).
11. ☐ Total expense per student (educational and general expenses divided by the number of full-time students)
12. ☐ % of credit hours for each undergraduate and graduate program.
13. ☐ Prepare information on % of each source of revenue – tuition and fees, government grants for operations; restricted grants from sources; etc. In a second chart, give the % for each source of expense – educational and general, auxiliary, etc.

Note: Please make these data readily available for the Reviewers during Review Visit.