STUDENTS

1. **Annualized Activity FTE (AFTE) Enrollment.** One fiscal year undergraduate activity full-time equivalent (AFTE) = 30 credits. Includes all credit hours taken by undergraduate students at the undergraduate level. The undergraduate AFTE calculation is based on credits delivered in on- and off-campus courses. Includes directed studies, distance education, challenge and practicum/co-op courses with credit hours, but excludes audit sections and practicum/co-op sections with additive credit hours. Fiscal year graduate AFTE is the sum of graduate AFTEs in the Summer, Fall and Spring semesters. Since Spring 2004 (1041) Graduate AFTE for a semester = Full fee students + ½ Continuing fee students +(credits taken by Credit fee students)/24. (Note that prior to Spring 2004 (1041), Graduate AFTE for a semester = (full-time + 1/3 * part-time) / 3). Full-time/part-time status for graduate students is determined by the tuition fees paid. Total Weighted AFTE is a multiple of the undergraduate and graduate AFTEs, with different weights applied as follows: In Arts, lower division AFTEs receive a weight of 1.00 and upper division AFTEs receive a weight of 1.50. Graduate Masters, Qualifying and Special AFTEs receive a weight of 3.00. PhDs receive a weight of 6.00. There are some exceptions to these weights: All lower division distance education courses receive a weight of 1.00 and all upper division distance education courses receive a weight of 1.50. *Source: Institutional Research and Planning – Undergraduate AFTE database (UG_AFTE_DB), Graduate AFTE database.*

2. **Undergraduate Majors & Minors.** Undergraduates major and minor figures at the department level represent unique headcounts for the full fiscal year. Students who withdraw during the semester are excluded. Majors include approved honors, joint honors, majors and joint majors. Includes Sociology/Anthropology (ANSO), Anthropology (ANTH) and Sociology (SOCI) majors.Minors include minors and extended minors. Includes Sociology/Anthropology (ANSO), Anthropology (ANTH) and Sociology (SOCI) minors.The total majors and minors across each department and summed up at the Faculty and University level is not an undergraduate student headcount, since students are counted in each of their respective majors/minors. Undergraduate student headcounts by faculty are available in Table 3. *Note: prior to 2003/04 students were classified as being intended or approved majors or minors. Source: Institutional Research and Planning Undergraduate plan database (plan_db), oasis2, oasis2_histfix.*

3. **Annualized Graduate Headcount.** Graduate headcount includes PhDs, Masters, Graduate Diploma, Qualifying and Special students. The annualized figure is the sum of graduate students in the Summer, Fall and Spring semesters (i.e. the fiscal year) divided by three. Since headcounts are calculated this way, headcounts may be fractional; however the decimal portion is not displayed. A Special student is a person who has at least a Bachelors degree, or equivalent, and wishes to take specified courses but is not seeking a degree from SFU. A Qualifying student is a person who is working either to improve CGPA averages in order to meet the minimum SFU requirement, or to make up deficiencies in his/her background to satisfy the Graduate Program Committee in his/her area of interest. *Source: Institutional Research and Planning Graduate AFTE database.*

4. **Gender Distribution (% Female).** The proportion of females at the undergraduate and graduate level. See notes for Tables 2 and 4 above. *Note: prior to 2003/04 students were classified as being intended or approved majors or minors. Source: Institutional Research and Planning oasis2, oasis2_histfix, Graduate AFTE database.*

5. **Age Distribution. Undergraduates.** The age distribution of undergraduate students registered in the Fall semester is shown. Average age calculations exclude students without a birth date on the student registration system. A student pursuing credentials in more than one Faculty is counted fractionally in each Faculty. **Graduates.** The average age of Masters and Doctorate students is provided at the program level, as at the Fall semester each year. The overall average age for graduate students includes Masters, Doctorate, Graduate Diploma, Special and Qualifying students. A student registered in more than one graduate credential is included in each credential. *Source: Institutional Research and Planning oasis2, oasis2_histfix.*

6. **Co-op Education Placements.** Counts are for the fiscal year (Summer, Fall and Spring) and each count represents a 4 month placement. *Source: Undergraduate Co-op – Institutional Research and Planning - IRP Website, Table ST-27a. Graduate Co-op – Institutional Research and Planning (coop.qts).*

STUDENT SUCCESS

7. **Credentials Awarded.** The number of credentials awarded by fiscal year. If a student graduates with more than one major, that student is counted once under each major. Students awarded joint majors or joint honors from multiple departments are counted in each department, but only once in the faculty and university totals. Students awarded joint majors or joint honors from multiple faculties are counted in each faculty, but only once in the university total. Majors and minors include ANSO, ANTH and SOCI. Includes Post Baccalaureate Diploma in Ethnic and Intercultural Relations and Post Baccalaureate in Social Policy Issues.*Source: Institutional Research and Planning – Credentials Awarded Database (credawrd2, credawrd2_histfix)..*

8. **Time to SFU Baccalaureate Degree Completion – Direct Entry from BC12.** Includes students admitted to SFU direct from BC high schools who have since graduated from SFU with at least one baccalaureate degree between 2005/06 and 2009/10. Students who exclusively completed other types of credentials, such as a certificate, diploma or PDP, are excluded. The number of semesters to complete the degree is a simple count of the semesters from admission to graduation, including semesters of non-registration. Information at the program level is provided, where the program is determined from the student's completed major. Includes degrees awarded by all SFU campuses. Students graduating without a major are included in the Faculty and University totals only. Students graduating with more than one program are counted fractionally in each program. Excludes students admitted to SFU prior to Fall 1984. Academic Group (i.e., Faculty) is determined by the Faculty of the major awarded. *Source:*

Institutional Research and Planning - Retention Database (DegCompAcadInfo.prg).

9. **Year over Year Retention Rates.** Due to Faculty Restructuring, the data is not currently available.

INSTRUCTIONAL RESOURCES

10. **FTE CFL.** CFL faculty includes professors, associate professors, assistant professors, instructors, senior lecturers and lecturers. Full-time equivalent (FTE) Filled positions includes faculty with CFL positions, as at September 1 (see Table 15) in the university budget (i.e., continuing base in the operating budget) or externally funded. Academic positions of Deans, VPs and the President are excluded. FTE Budgeted positions includes those CFL positions funded from the university budget. Fiscal year is April 1st to March 31st. *Source: Institutional Research and Planning – Faculty Renewal Planning Database.*

11. **Faculty Age Distribution.** Information is as of September 1st each year. Includes CFL faculty only (professors, associate professors, assistant professors, instructors, senior lecturers and lecturers). Counts faculty members in their primary (home) department only. Excludes faculty serving as Deans, Vice-Presidents or the President. Excludes faculty on post-retirement contracts. Excludes faculty on 100% long-term disability. *Source: Institutional Research and Planning – Faculty Renewal Planning Database..*

12. **FTE CFL by Rank.** FTE filled positions includes faculty with CFL positions, as at September 1. Academic positions of Deans, VPs and the President are excluded. Lecturers includes both lecturers and senior lecturers. Faculty on 100% long-term disability are excluded. *Source: Institutional Research and Planning – Faculty Renewal Planning Database.*

13. **New CFL Hire Activity.** The number of FTE new CFL appointments, by rank. Data is available at the departmental level since 2003/04. New hires are counted on an academic year basis, from September to September. For example, new hires in 2008/09 include all new hires from September 2, 2008 to September 1, 2009. *Source: Institutional Research and Planning – Faculty Renewal Planning Database.*

14. **Full-Time Teaching Equivalent Resources.** One full-time teaching equivalent (FTTE) is equivalent to 1 FTE Tenure-Track Faculty member (professor, associate professor, assistant professor, instructor) or 1/2 FTE Lecturers (lecturer, senior lecturer) or 1 FTE Lab Instructor (lab instructor I, II), 16 Sessional/Visiting/ Limited Term instructor contact hours (visiting, limited term, sessional lecturers, sessional instructors, sessional language instructors), or 16 instructor contact hours for Faculty Associates and Other instructors (professors emeriti, retired faculty, adjunct professors, associate members). Thus the total FTTE = (1 * Tenure-Track Faculty FTE) + (2 * Lecturer FTE) + (1 * Lab Instructor FTE) + (Sessional/Visiting/Limited Term contact hours / 16) + (Faculty Associate contact hours / 16) + (Other instructor contact hours / 16). The FTE Tenure-Track Faculty and FTE Lecturers are obtained from Table 13 above. Sessional/Visiting/ Limited Term, Faculty Associate, & Other contact hours are based on face-to-face

instructor contact hours in ALL sections taught by these instructors, not just sections at the .00 level. Contact hours from directed studies courses are excluded. In 2000/01, a significant proportion of the Lab Instructor positions were converted to Lecturers. As such, there are relatively few faculty with Lab Instructor ranks presently. *Source: Institutional Research and Planning - IRP Website, Table FS-02, Table FS-08, SICnt.Prg, FACnt.prg, OthCnt.prg. Please note that for the 2007/08 update, the FTTE for lecturers was calculated based on policy AD 12.01 which states that normal annual teaching workload for lecturers is twice that of tenure track faculty, previously the computation had been based on lecturer workload being 1.5 times that of tenure track faculty.*

15. **Teaching Assistants.** Teaching Assistants include graduate teaching assistants, external teaching assistants and undergraduate teaching assistants. One full-time equivalent teaching assistant (1 FTE TA) is equivalent to eight contact hours of teaching assistant instruction. The FTE calculation is based on face-to-face instructor contact hours in ALL sections taught by TAs, not just sections at the .00 level. Contact hours delivered in directed studies courses are excluded. TA base units were derived from a snapshot of the payroll disbursements paid to TAs at one point in time in each semester in the fiscal year and derived from the TA rank category and the payment amount. The department to which TA base units are allocated is determined by the department entered on the TA appointment form, which in some cases may be the Dean's Office, in which case the TA base units would be included in the Faculty total. *Source: Institutional Research and Planning - IAA Database (TACnt.Prg); Payroll - TA Base Units.*

INSTRUCTIONAL DELIVERY

16. **Number of Course Sections Taught.** Only sections at the primary (.00) section level are included. Excludes directed studies, distance education, challenge, practicum/co-op, open labs and field sections. Courses taught together (i.e. concurrent) are counted as one section. The section level is determined by the course section with the higher enrollment. *Source: Institutional Research and Planning - IAA Database (InstrDlvry.prg).*

17. **% of Course Sections Taught by CFL Faculty and Lab Instructors.** This table looks at the proportion of sections reported in Table 20 that are taught by CFL (professors, associate professors, assistant professors, instructors, senior lecturers and lecturers) or lab instructors (lab instructor I and lab instructor II). If a course section is taught by both a CFL/lab instructor and non-CFL/lab instructor, the section is counted as a CFL/lab instructor section. *Source: Institutional Research and Planning - IAA Database (InstrDlvry.prg).*

18. **Average Class Size.** The average class size is calculated from course sections at the primary (.00) section level (i.e. those sections reported in Table 20). This calculation excludes directed studies, distance education, challenge, practicum/co-op and field sections. For courses taught together, enrollment in the sections are combined and the section level is determined by the course section with the higher enrollment. *Source: Institutional Research and Planning - IAA Database (InstrDlvry.Prg).*

19.% Distribution of Department of Sociology and Anthropology FTEs by Program of Course Registrants. Depending upon pre-requisites and registration restrictions, students may take courses within their own program, or they may take courses outside of their program. This table shows the % distribution of annualized undergraduate Department of Sociology and Anthropology course FTEs by the program status of course registrants (approved majors/minors in the program, approved in some other program or undeclared). The last line of this table, "% of All FTEs consumed by own Maj+Min+Grad Students", indicates the proportion of the total undergraduate and graduate annualized FTEs generated by the department that are consumed by the department's own students. The department's own students include graduate students and undergraduates with an approved major/minor in the program. Includes Sociology/Anthropology (ANSO), Anthropology (ANTH) and Sociology (SOCI) majors.Includes Sociology/Anthropology (ANSO), Anthropology (ANTH) and Sociology (SOCI) minors.*Source: Institutional Research and Planning - ICLM Database iclmemplid, iclmemplid_histfix.*

STAFF AND FINANCE

20.Budgeted FTE Support Staff in Academic Units. Information is as of April 1st each year. *Source: Institutional Research and Planning - IRP Website, Table FS-08, Office of Institutional Research.*

21.Academic Expenditures. *Source: Extracts from Peoplesoft FINS system as of March 31 of each fiscal year.*

22.Operating Budget. The operating budget is provided along with a normalized budget figure. Operating budget amounts prior to 2002/03 are unavailable. Benefits budgets were decentralized from central university to faculties/departments in 2005/06. Figures are inclusive of use of carryover amounts. Operating Budgets have been "normalized" to improve the comparability of differential financial realities across the faculties. The normalization was achieved by the following means: CFL complement salaries have been normalized to remove the effect of age and rank structure differences between faculties and the presence of market differentials in some departments; the operating budgets for the Faculties of Education and Business Administration have been augmented by special funds and tuition fees (net overhead) received from TEE, AHCOTE, MEd, GDB, MOT, MPP, URB, NEMBA and WEMBA programs; and the instructional budgets from Continuing Studies in support of extension credit courses have been appropriately distributed to Faculty budgets. *Source: Extracts from Peoplesoft FINS system as of March 31 of each fiscal year.*

23.Research Grants & Contracts. External sources include national granting councils, federal government departments, B.C. government departments and agencies, Canadian firms, foundations and individuals, and U.S. and other foreign agencies. Internal sources include operating budget, endowment funds and donations. *Source: Research Services.*

RATIOS

a. **WAFTE Enrollment / Filled FTE CFL.** See notes for Tables 1 and 10.

b. **WAFTE Enrollment / FTTE.** See notes for Tables 1 and 14.

c. **AFTE Enrollment / Filled FTE CFL.** See notes for Tables 1 and 10.

d. **AFTE enrollment / FTTE.** See notes for Tables 1 and 14.

e. **FTE Support Staff in Academic Units / FTTE.** See notes for Tables 20 and 14.

f. **CFL FTE/FTTE.** See notes for Tables 10 and 14.

g. **Academic Expenditures / AFTE Enrollment.** See notes for Tables 21 and 1.

h. **Operating Budget / WAFTE Enrollment.** See notes for Tables 22 and 1.

i. **Normalized Budget/ WAFTE Enrollment.** See notes for Tables 22 and 1.

j. **Research Grants & Contracts / FTE CFL.** See notes for Tables 23 and 10.

k. **Faculty Shares.** The percentage distribution of the total weighted AFTE enrollment by faculty is shown along with the percentage distribution of the total normalized university operating budget by faculty. See notes for Tables 1 and 22.