

# Glossary

## UW - Office of Institutional Analysis

Term	Definition	Source
Academic Personnel	University of Wyoming academic personnel are identified by the institution as such and typically those whose initial assignments are made for the purpose of conducting instruction, clinical activities, research or public service as a principal activity (or activities). They may hold academic rank titles of professor, associate professor, assistant professor, instructor, extended-term/track academic professional lecturer, extended-term/track researcher, extended-term/track archivist, extended-term/track extension educator, extended-term/track librarian or the equivalent of any of those academic ranks. Academic personnel may also include the chancellor/president, provost, vice provosts, deans, directors or the equivalent, as well as associate deans, assistant deans and executive officers of academic departments (chairpersons, heads or the equivalent). Graduate, instruction, post-doctoral students, and research assistants are not included in this category.	IPEDS Survey Glossary & OIA
Academic Planning Standard Data Sets	A snapshot of data regarding students, faculty, credit hours, and expenditures for every academic department and college. The information is collected with standard definitions and assists the University with information for decision-making.	OIA
Academic Professional	Person other than faculty, engaged primarily in activities that extend and support the teaching, research, extension, and service missions of the University. There are four categories of academic professional: Extension Educators, Lecturers, Research Scientists, Post-Doctoral Associates. Individuals belonging to any of the first three categories can hold extended term/track appointments under certain conditions.	UW Academic Affairs
Academic Professional Lecturers (APL)	Lecturers engaged primarily in activities that extend and support the teaching and service missions of the University. APLs are one of four categories of academic professionals. APLs can hold extended term/track appointments under certain conditions.	UW Academic Affairs
Academic Support	This category includes expenses incurred to provide support services for the institution's primary missions: instruction, research, and public service. The category includes the following activities: (1) the retention, preservation, and display of educational materials, such as libraries, museums, and galleries; (2) the provision of services that directly assist the academic functions of the institution; (3) media services, such as audiovisual services and information technology; (4) academic administration (including academic deans but not department chairs) and personnel to provide administrative support and management direction to the three primary missions; and (5) separately budgeted support for course and curriculum development.	University of Wyoming Operating Budget; National Association of College and University Business Officers
Academic-Year (AY) Appointments	Appointments in which the regular period of employment includes the fall and spring semesters (nine months) of each year, with no accrual of vacation leave. Most faculty members and academic professionals hold AY appointments. AY employees typically receive their nine-month salaries and benefits spread out over the 12 months of each calendar year.	UW Academic Affairs
ACT	ACT, previously known as the American College Testing program, measures educational development and readiness to pursue college-level coursework in English, mathematics, natural science, and social studies. Student performance does not reflect innate ability and is influenced by a student's educational preparedness.	IPEDS Survey Glossary

Term	Definition	Source
Adjunct Faculty	An adjunct appointment is the appointment of an individual to an academic unit that recognizes special discipline-related expertise but carries no financial obligation per se. Adjunct appointments can include qualified non-academic personnel or faculty with other academic affiliations. Adjunct appointments carry no rights to remuneration, tenure, or employment-related privileges and are normally for three years, with renewal possible.	UW Academic Affairs
Admissions (Students Admitted)	Applicants that have been granted an official offer to enroll in a postsecondary institution.	IPEDS Survey Glossary
Agricultural College Land Income Fund	This fund was created by the Federal Morrill Act which provided for a land grant of 90,000 acres to the Territory of Wyoming. A permanent fund was created in conjunction with the Act to receive all proceeds from the sale of such lands. The fund derives its income from interest on the permanent fund and from rental of lands. These revenues are restricted to use for teaching of agricultural and mechanical arts, including military tactics.	University of Wyoming Operating Budget
American Indian or Alaska Native	A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.	IPEDS Survey Glossary
Applicant	An individual who has fulfilled the institution's requirements to be considered for admission (including payment or waiving of the application fee, if any) and who has been notified of one of the following actions: admission, nonadmission, placement on waiting list, or application withdrawn by applicant or institution.	IPEDS Survey Glossary
Archives Faculty	This special faculty designation is reserved for archivists of the American Heritage Center. Archivists are responsible for acquiring original resource material to support academic research and teaching, organizing the material physically and intellectually, and teaching faculty, students and others to use these materials. There are three archivist ranks: Assistant Archivist, Associate Archivist, Archivist.	UW Academic Affairs
Archivists, Curators, and Museum Technicians	Archivists: Appraise, edit, and direct safekeeping of permanent records and historically valuable documents. Participate in research activities based on archival materials. Curators: Administer collections, such as artwork, collectibles, historic items, or scientific specimens of museums or other institutions. May conduct instructional, research, or public service activities of institution. Museum Technicians: Restore, maintain, or prepare objects in museum collections for storage, research, or exhibit. May work with specimens such as fossils, skeletal parts, or botanicals; or artifacts, textiles, or art. May identify and record objects or install and arrange them in exhibits. Includes book or document conservators.	IPEDS Survey Glossary & United States Bureau of Labor Statistics
Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.	IPEDS Survey Glossary
Assistant Professor	Indicates tenure-track appointments of individuals who hold the terminal degree in their discipline. This is the usual entry-level faculty rank.	UW Academic Affairs
Associate Professor	In addition to the qualifications of an Assistant Professor, Associate Professors have established a strong reputation in scholarship and teaching. Generally, faculty hired as Assistant Professors are promoted to the rank of Associate Professor at the time tenure is granted.	UW Academic Affairs

Term	Definition	Source
ASUW	An acronym for the University of Wyoming's student government. It stands for the Associated Students of the University of Wyoming.	OIA
ASUW Budget Category	This category includes revenue generated by student organizations (ASUW) and income received as gifts to support the student loan program.	University of Wyoming Operating Budget
Auxiliary Enterprises	This category includes entities which exist to furnish goods or services to students, faculty, staff, other institutional departments, or incidentally to the general public, and charge a fee directly related to, although not necessarily equal to, the cost of the goods or services. The distinguishing characteristic of an auxiliary enterprise is that it is managed to operate as a self-supporting activity. It includes housing, residence halls, Wyoming Union, dining services, intercollegiate athletics (only if essentially self-supporting), college stores, and parking.	University of Wyoming Operating Budget
Bachelor's Degree	An award (baccalaureate or equivalent degree, as determined by the Secretary, U.S. Department of Education) that normally requires at least 4 but not more than 5 years of full-time equivalent college-level work.	IPEDS Survey Glossary
Bachelor's or Equivalent Degree-Seeking Subcohort	In the GRS component of IPEDS, a cohort of students who were seeking a bachelor's or equivalent degree upon entry.	IPEDS Survey Glossary
Benefits	Payments made to or on behalf of an individual over and above that received in the form of a salary or wage. Frequently this is associated with an insurance payment.	IPEDS Survey Glossary
Black or African American	A person having origins in any of the black racial groups of Africa.	IPEDS Survey Glossary
Board Charges	Charges assessed students for an academic year for meals.	IPEDS Survey Glossary
Books and Supplies	The average cost of books and supplies for a typical student for an entire academic year (or program). Does not include unusual costs for special groups of students (e.g., engineering or art majors), unless they constitute the majority of students at an institution.	IPEDS Survey Glossary
Business and Financial Operations Occupations	An occupational category based on the following major groups in the 2010 Standard Occupational Classification (SOC) Manual: 1) Business Operations Specialists; and 2) Financial Specialists. Business Operations Specialists include job areas such as: Agents and Business Managers of Artists, Performers, and Athletes; Buyers and Purchasing Agents; Wholesale and Retail Buyers; Claims Adjusters, Appraisers, Examiners, and Investigators; Compliance Officers; Human Resources Workers; Management Analysts; Fundraisers; Compensation, Benefits, and Job Analysis Specialists; Training and Development Specialists. Financial Specialists include job areas such as: Accountants and Auditors; Appraisers and Assessors of Real Estate; Budget Analysts; Credit Analysts; Financial Analysts, Advisors, and Examiners; Credit Counselors and Loan Officers; Tax Examiners, Collectors and Preparers, and Revenue Agents.	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
Capital Construction	Capital budgets are created for site improvements and utility infrastructure; construction; architectural/engineering fees; furniture, furnishings and equipment; contingencies and associated administrative costs for authorized projects. Funds for financing such projects may be provided by state general funds, revenue bonds issued under the University Securities Law, or other funds.	University of Wyoming Operating Budget

Term	Definition	Source
Certificate	A formal undergraduate or graduate award certifying the satisfactory completion of a postsecondary program. For further information about our certificate programs, please go to this website: <a href="http://www.uwyo.edu/certificates/">http://www.uwyo.edu/certificates/</a>	IPEDS Survey Glossary & OIA
Clinic Income	The primary revenue sources for this fund are patient care fees and fees for clinical services. These funds may be used for expenses incurred in the conduct of medical practice activity.	University of Wyoming Operating Budget
Clinical Faculty	Clinical faculty appointments allow experts in health-related fields to contribute to the training of UW students in allied disciplines. Clinical appointments are for at most one year at a time and carry no rights to tenure or extended terms. Clinical faculty members may be salaried members of the UW faculty, in which case their reappointment is subject to annual performance reviews. There are also adjunct clinical faculty appointments, which typically involve health-care professionals whose normal employment is outside the university. Adjunct clinical appointments carry no financial commitment from the University.	UW Academic Affairs
Cohort	A specific group of students established for tracking purposes.	IPEDS Survey Glossary
Common Data Set (CDS)	The CDS is a set of standards and definitions of data items created by publishers of national publications and higher education professionals. Each of the higher education surveys conducted by the participating publishers incorporates items from the CDS as well as unique items proprietary to each publisher.	OIA
Community Service, Legal, Arts, and Media Occupations	An occupational category based on the following major groups in the 2010 Standard Occupational Classification (SOC) Manual: 1) Community and Social Service Occupations; 2) Legal Occupations; and 3) Arts, Design, Entertainment, Sports, and Media Occupations. Community and Social Service Occupations include job areas such as: Counselors, Social Workers, and Other Community and Social Service Specialists. Legal Occupations include job areas such as: Lawyers, Judges, and Legal Support Workers. Arts, Design, Entertainment, Sports, and Media Occupations include job areas such as: Art and Design Workers; Actors, Producers, and Directors; Athletes and Coaches; Dancers and Choreographers; Musicians and Singers; Announcers; News Analysts, Reporters and Correspondents; Public Relations Specialists; Writers and Editors; Broadcast and Sound Engineering Technicians and Radio Operators; and Photographers.	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA

Term	Definition	Source
Computer, Engineering, and Science Occupations	<p>An occupational category based on the following major groups in the 2010 Standard Occupational Classification (SOC) Manual: 1) Computer and Mathematical Occupations; 2) Architecture and Engineering Occupations; and 3) Life, Physical, and Social Science Occupations.</p> <p>Computer and Mathematical Occupations include job areas such as: Computer and Information Research Scientists and Analysts; Software Developers and Programmers; Database and Systems Administrators and Network Architects; Computer Support Specialists; Actuaries; Mathematicians; Operation Research Analysts; and Statisticians.</p> <p>Architecture and Engineering Occupations include job areas such as: Architects, Surveyors, and Cartographers; Engineers; Drafters, Engineering Technicians, and Mapping Technicians.</p> <p>Life, Physical, and Social Science Occupations include job areas such as: Agricultural, Food, Biological, Conservation, and Medical Scientists; Astronomers and Physicists; Atmospheric Scientists; Chemists; Environmental Scientists; Economists; Survey Researchers; Psychologists; Sociologists; Planners; and Life, Physical, and Social Science Technicians.</p>	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
Consumer Price Index	The Consumer Price Index (CPI) is a measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services.	United States Bureau of Labor Statistics website: <a href="http://www.bls.gov/cpi/cpifaq.htm#Question_1">http://www.bls.gov/cpi/cpifaq.htm#Question_1</a>
Cost of Attendance (COA)	Based on tuition, fees, room, board and anticipated book and personal expenses for the current school year.	UW Student Financial Aid website
CPI	The Consumer Price Index (CPI) is a measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services.	United States Bureau of Labor Statistics website: <a href="http://www.bls.gov/cpi/cpifaq.htm#Question_1">http://www.bls.gov/cpi/cpifaq.htm#Question_1</a>
Credit Hour	A unit of measure representing the equivalent of an hour (50 minutes) of instruction per week over the entire term. It is applied toward the total number of credit hours needed for completing the requirements of a degree, diploma, certificate, or other formal award.	IPEDS Survey Glossary
Day 15 Counts (Preliminary)	A snapshot of student headcounts taken on the 15th day of the semester after the drop/add period. These are used for enrollment management reporting. Does not include complete outreach counts of students.	OIA
Debt Service	Revenues, including federal mineral royalties that are earmarked for interest and principal payments of the University's outstanding bonded indebtedness, and for other debt service charges such as required payments to the capital fund for improvements, operations, and maintenance of the debt-financed facilities.	University of Wyoming Operating Budget

Term	Definition	Source
Degree	An award conferred by a college, university, or other postsecondary education institution as official recognition for the successful completion of a program of studies.	IPEDS Survey Glossary
Degree-Seeking Student	A student that has been admitted to the university for the purpose of acquiring a degree. This can include Undeclared students.	OIA
Distance Education Sites	The Outreach School operates sites throughout the state in order to better serve Wyoming's population. These sites can be used for students to receive instruction through various methods such as audio teleconferencing, video conferencing, online instruction, or even courses that are taught at different sites throughout the semester based on where the students are located.	OIA
Doctor's Degree	The highest award a student can earn for graduate study. The doctor's degree classification includes such degrees as Doctor of Education and the Doctor of Philosophy degree in any field such as agronomy, education, or engineering.	IPEDS Survey Glossary
Duplicated Headcount	The sum of students enrolled for credit with each student counted per declared program during the reporting period. This results in students who have declared more than one major being counted multiple times so that each program is given credit for serving the student.	IPEDS Survey Glossary & OIA
Emeritus Faculty	Tenured faculty who retire after long and distinguished service are eligible for emeritus status upon their retirement. The designation is honorary and carries no necessary commitment of space or remunerative employment. By analogy, extended-term academic professionals may be eligible for emeritus status upon retirement. (Emeritus = masculine, emerita = feminine, emeriti = plural)	UW Academic Affairs
End of Semester Counts (Official)	The most complete UW headcounts due to continuous enrollment throughout the semester, particularly for outreach students. These counts are used for national publications, federal reports, IPEDS, the Common Data Set, etc.	OIA
Ethnicity	Self-reported designations unless the student is an international student. All international students will be designated as international before an ethnic category. Other categories include Hispanics of any race, American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, Two or more races, White, and Unknown.	OIA
Extended-Term Appointment	Academic professionals who have successfully completed probationary terms (usually six years) may receive six-year appointments called extended-term appointments. The term also applies to certain librarians and archivists who hold faculty status. These employees are eligible for extended-term appointments after five-year probationary periods. Extended terms for these employees are five years in length. Academic professionals, librarians, and archivists who are in the probationary period are on the extended-term-track.	UW Academic Affairs
Extension Centers	Sites or centers outside the confines of the parent institution where courses are offered that are part of an organized program at the parent institution. The sites are not considered to be temporary, but may be rented or made available to the institution at no cost by another institution or an organization, agency, or firm.	IPEDS Survey Glossary
Extension Educator	These academic professionals provide non-credit education to off-campus clientele through UW's Cooperative Extension Service. There are three ranks of Extension Educators: Assistant Extension Educator, Associate Extension Educator, Senior Extension Educator. All Extension Educators are in the College of Agriculture.	UW Academic Affairs

Term	Definition	Source
Faculty	Members of the permanent faculty include tenured or tenure-track Assistant Professors, Associate Professors, and Professors. Also included are tenure-track individuals who hold the rank of Instructor while completing their terminal degrees. Librarians and archivists also hold faculty status. They are eligible for extended terms instead of tenure.	UW Academic Affairs
FAFSA	The Free Application for Federal Student Aid (FAFSA) is provided by the office of Federal Student Aid, a part of the U.S. Department of Education, which determines students' eligibility for available federal financial aid. Approximately 22 million FAFSA submissions are processed each year.	Federal Student Aid web site <a href="http://www.fafsa.ed.gov/index.htm">http://www.fafsa.ed.gov/index.htm</a>
Fall Cohort	The group of students entering in the fall term established for tracking purposes. For the Graduation Rates component, this includes all students who enter an institution as full-time, first-time degree or certificate-seeking undergraduate students during the fall term of a given year.	IPEDS Survey Glossary
Fall Enrollment	The number of students enrolled in the fall at postsecondary institutions. Students reported are those enrolled in courses creditable toward a degree or other formal award, including those enrolled in off-campus or extension centers, and high school students taking regular college courses for credit.	IPEDS Survey Glossary
Federal Funds - Agricultural Extension	These funds are provided by Congressional appropriation under the Smith-Lever Act and are restricted to extension programs.	University of Wyoming Operating Budget
Federal Funds - Agricultural Research	These funds are provided by Congressional appropriation under the McIntire-Stennis and Hatch Acts and are restricted to agricultural research.	University of Wyoming Operating Budget
Federal Mineral Royalties Fund	The source of income for this fund is mineral royalties from production on federal lands located within Wyoming. These restricted revenues are used for the payment of principal and interest on bonded debt, constructing and equipping new buildings, repair of existing buildings and purchase of improved or unimproved real estate. A portion of this fund is used in the Section I Budget for "Maintenance, Operation and Repair of Plant."	University of Wyoming Operating Budget
Financial Aid	Federal Work Study, grants, loans to students (government and/or private), assistantships, scholarships, fellowships, tuition waivers, tuition discounts, employer aid (tuition reimbursement) and other monies (other than from relatives/friends) provided to students to meet expenses. This excludes loans to parents.	IPEDS Survey Glossary
First-Professional Degree	An award that requires completion of a program that meets all of the following criteria: (1) completion of the academic requirements to begin practice in the profession; (2) at least 2 years of college work prior to entering the program; and (3) a total of at least 6 academic years of college work to complete the degree program, including prior required college work plus the length of the professional program itself. Professional degrees include Law and Pharm.D. degrees.	IPEDS Survey Glossary & OIA
First-Professional Student	A student enrolled in any of the following programs: Law, Medicine (WWAMI), or Pharm.D.	IPEDS Survey Glossary & OIA
First-Time Student (Undergraduate)	A student who has no prior postsecondary experience (except as noted below) attending any institution for the first time at the undergraduate level. This includes students enrolled in the fall term who attended college for the first time in the prior summer term, and students who entered with advanced standing (college credits earned before graduation from high school).	IPEDS Survey Glossary

Term	Definition	Source
First-Year Student	A student who has completed less than the equivalent of 1 full year of undergraduate work; that is, less than 30 semester hours.	IPEDS Survey Glossary
Fiscal-Year (FY) Appointments	Appointments in which the regular period of employment is the entire calendar year, with accrual of annual vacation leave. Faculty members who hold administrative positions with summer responsibilities often have FY appointments for the duration of their administrative terms.	UW Academic Affairs
Freshman	A first-year undergraduate student.	IPEDS Survey Glossary
FTE of Students	The full-time equivalent (FTE) of students is a single value providing a meaningful combination of full-time and part-time students. The number of FTE students is calculated based on fall student headcounts. The full-time equivalent (headcount) of the institution's part-time enrollment is estimated by multiplying 1/3 times the part-time headcount. These are then added to the full-time enrollment headcounts to obtain an FTE for all students enrolled in the fall.	IPEDS Survey Glossary & OIA
Full-Time Equivalent (FTE) of Employees	A measure of the time commitment expected of an employee or a set of employees. For example, two full-time employees or four half-time employees constitute 2.0 FTE.	UW Academic Affairs
Full-Time Instructional Faculty	Those members of the instruction/research staff who are employed full-time and whose major regular assignment is instruction, including those with release time for research. Also, includes full-time faculty for whom it is not possible to differentiate between teaching, research and public service because each of these functions is an integral component of his/her regular assignment.  In other words: Full-time instructional faculty includes all UW professors at any rank (except those holding full-time administrative appointments) and all full-time academic professional lecturers at any rank. This is the group of employees whose major regular assignment includes classroom teaching at the undergraduate and graduate levels.	IPEDS Survey Glossary & OIA
Full-Time Student	A student taking 12 or more credit hours at the undergraduate, Law, or Pharm.D. levels or 9 or more credit hours at the graduate level is considered a full-time student.	University of Wyoming Catalog
General Fund	Legislative appropriation for the operation of the university.	University of Wyoming Operating Budget
Gifts & Contributions	Non-federal support from corporations, foundations, and private contributors is accounted for in this category.	University of Wyoming Operating Budget
Grade Point Average (GPA)	Calculated by dividing the student's earned points by the student's earned hours. Each student will have a semester GPA and a cumulative UW GPA.	OIA
Graduate Assistants	Graduate-level students employed on a part-time basis for the primary purpose of assisting in classroom or laboratory instruction or in the conduct of research.	IPEDS Survey Glossary
Graduate Student	A student who holds a bachelor's degree or above and is taking courses at the postbaccalaureate level. These students may or may not be enrolled in graduate programs.	IPEDS Survey Glossary
Graduation Rate	The rate required for disclosure and/or reporting purposes under Student Right-to-Know Act. This rate is calculated as the total number of completers within 150% of normal time divided by the revised adjusted cohort.	IPEDS Survey Glossary



Term	Definition	Source
Graduation Rate Cohort	The initial cohort is defined as all students who enter an institution as full-time, first-time degree/certificate-seeking students during the fall term of a given academic year.	IPEDS Survey Glossary
Grants & Aid Payments	Payments to local governments, private organizations, and individuals of grants and benefits of University aid distribution and distribution of Federal aid and grant monies earmarked for specific purposes and programs, to be expended by University employees, students, or individuals are included in this category.	University of Wyoming Operating Budget
Hathaway Scholarship	The State of Wyoming has established a generous scholarship program, in the name of former Wyoming Governor Stan Hathaway, that rewards eligible Wyoming students with scholarship money to attend the University of Wyoming or a Wyoming community college. The program provides merit- and need-based awards to eligible students.	Admissions Website <a href="http://www.uwyo.edu/admissions/scholarships/hathaway/">http://www.uwyo.edu/admissions/scholarships/hathaway/</a>
Headcount	The number of students who are enrolled in one semester.	OIA
Healthcare Practitioners and Technical Occupations	<p>An occupational category based on the following major groups in the 2010 Standard Occupational Classification (SOC) Manual: 1) Health Diagnosing and Treating Practitioners; 2) Health Technologists and Technicians; and 3) Other Healthcare Practitioners and Technical Occupations.</p> <p>Health Diagnosing and Treating Practitioners include job areas such as: Chiropractors; Dentists; Dietitians and Nutritionists; Optometrists; Pharmacists; Physicians and Surgeons; Physician Assistants; Podiatrists; Therapists; Veterinarians; Registered Nurses; Nurse Practitioners; and Audiologists.</p> <p>Health Technologists and Technicians include job areas such as: Clinical Laboratory Technologists and Technicians; Dental Hygienists; Diagnostic Related Technologists and Technicians; Emergency Medical Technicians and Paramedics; Health Practitioner Support Technologists and Technicians; Licensed Practical and Licensed Vocational Nurses; and Medical Records and Health Information Technicians.</p> <p>Other Healthcare Practitioners and Technical Occupations include job areas such as: Occupational Health and Safety Specialists and Technicians; Athletic Trainers; and Genetic Counselors.</p>	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
HEPI	The Higher Education Price Index, which reports price information for the goods and services purchased by colleges and universities for their current operations. Colleges and universities use these measures to analyze the impact of inflation on their operations as a starting point for securing additional revenues to meet expected higher costs, so as to preserve their purchasing power.	Commonfund Institute Glossary of Terms <a href="http://www.commonfund.org/CommonfundInstitute/Pages/GlossaryofTerms.aspx">http://www.commonfund.org/CommonfundInstitute/Pages/GlossaryofTerms.aspx</a>
Higher Education Price Index (HEPI)	The Higher Education Price Index, which reports price information for the goods and services purchased by colleges and universities for their current operations. Colleges and universities use these measures to analyze the impact of inflation on their operations as a starting point for securing additional revenues to meet expected higher costs, so as to preserve their purchasing power.	Commonfund Institute Glossary of Terms <a href="http://www.commonfund.org/CommonfundInstitute/Pages/GlossaryofTerms.aspx">http://www.commonfund.org/CommonfundInstitute/Pages/GlossaryofTerms.aspx</a>
Hispanic or Latino	A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.	IPEDS Survey Glossary

Term	Definition	Source
Institutional Support	This category includes expenses for: (1) central, executive-level activities concerned with management and long-range planning for the entire institution, such as the governing board, planning and programming operations, and legal services; (2) fiscal operations, including budgeting, accounting, and the investment function; (3) administrative information technology (when not accounted for in other categories); (4) space management; (5) employee personnel and records; (6) logistical activities that provide procurement, storerooms, and printing; (7) transportation services to the institution; (8) support services to faculty and staff that are not operated as auxiliary enterprises; and (9) activities concerned with community and alumni relations, including development and fund raising.	University of Wyoming Operating Budget; National Association of College and University Business Officers
Instruction Expenses	This category includes expenses for all activities that are part of the institution's instruction program. Expenses for credit and noncredit courses; academic, vocational, and technical instruction; remedial and tutorial instruction; and regular, special and extension sessions are included in this category.	University of Wyoming Operating Budget; National Association of College and University Business Officers
Instructional Faculty	Those members of the instruction/research staff whose major regular assignment is instruction, including those with release time for research. Also, includes faculty for whom it is not possible to differentiate between teaching, research and public service because each of these functions is an integral component of his/her regular assignment.	IPEDS Survey Glossary
Instructor	Tenure-track faculty member who does not yet hold the terminal degree in the appropriate field. UW requires verification of degrees in the form of official transcripts. UW does not grant tenure to faculty members who hold Instructor status at the time of the decision.	UW Academic Affairs
Intercollegiate Athletics Budget Category	This is a Section I subcategory of Auxiliary Enterprises and includes intercollegiate athletic accounts, including athletic scholarships.	University of Wyoming Operating Budget; National Association of College and University Business Officers
Intercollegiate Athletics Revenues	Revenues generated through gifts, grants and contracts, and auxiliary services used to support athletic activities, as well as revenue from sport events, are in this category.	University of Wyoming Operating Budget
International Faculty or Student	A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely. (Nonresident alien)	IPEDS Survey Glossary
International Scholar	A scholar visiting at the University of Wyoming for project-based or professional-development reasons (like teaching, research, or administration) sponsored by their government, our government, or their university. The scholar's home university sent them here specifically for development reasons. Examples are the Fulbright Scholar (faculty) program and the Junior Faculty Development Program.	International Programs & OIA

Term	Definition	Source
IPEDS	NCES is authorized by law to "collect, report, analyze, and disseminate statistical data related to education in the United States and in other nations." They are in charge of the Integrated Postsecondary Education Data System (IPEDS) surveys which are a group of surveys that are mandatory for all institutions that participate or are applicants for participation in any Federal financial assistance program authorized by Title IV of the Higher Education Act of 1965, as amended. The completion of the surveys is mandated by 20 USC 1094, Section 487(a)(17).	IPEDS Collection website
Leave of Absence Without Pay	Academic and administrative personnel may request leaves without pay for periods normally not in excess of one year, for purposes consistent with the professional enhancement of the employee and the advancement of the University's stature.	UW Academic Affairs
Lecturer	A category of academic professional involved largely in classroom instruction. Lecturers may be appointed to three ranks: Assistant Lecturer, Associate Lecturer, Senior Lecturer.	UW Academic Affairs
Librarians	Administer libraries and perform related library services. Work in a variety of settings, including public libraries, educational institutions, museums, corporations, government agencies, law firms, non-profit organizations, and healthcare providers. Tasks may include selecting, acquiring, cataloguing, classifying, circulating, and maintaining library materials; and furnishing reference, bibliographical, and readers' advisory services. May perform in-depth, strategic research, and synthesize, analyze, edit, and filter information. May set up or work with databases and information systems to catalogue and access information.	United States Bureau of Labor Statistics website: <a href="http://www.bls.gov/soc/2010/soc254021.htm">http://www.bls.gov/soc/2010/soc254021.htm</a>
Library Faculty	This faculty designation applies to employees of the University Libraries. There are three ranks of library faculty: Assistant Librarian, Associate Librarian, Librarian.	UW Academic Affairs
Library Technicians	Assist librarians by helping readers in the use of library catalogs, databases, and indexes to locate books and other materials; and by answering questions that require only brief consultation of standard reference. Compile records; sort and shelve books or other media; remove or repair damaged books or other media; register patrons; and check materials in and out of the circulation process. Replace materials in shelving area (stacks) or files. Includes bookmobile drivers who assist with providing services in mobile libraries.	United States Bureau of Labor Statistics website: <a href="http://www.bls.gov/soc/2010/soc254031.htm">http://www.bls.gov/soc/2010/soc254031.htm</a>
Management Occupations	An occupational category based on the 2010 Standard Occupational Classification (SOC) Manual which include Top Executives and General and Operations Managers. Occupations in this category determine and formulate policies and provide overall direction of companies or private and public sector organizations within guidelines set up by a board of directors or similar governing body. Operational activities are planned, directed, or coordinated at the highest level of management with the help of subordinate executives and staff managers. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources, but are too diverse and general in nature to be classified in any one functional area of management or administration, such as personnel, purchasing, or administrative services. Excludes First-Line Supervisors.	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
Master's Degree	An award that requires the successful completion of a program of study of at least the full-time equivalent of 1 but not more than 2 academic years of work beyond the bachelor's degree.	IPEDS Survey Glossary

Term	Definition	Source
Medical Education (WWAMI)	The University of Wyoming participates in the WWAMI Medical Education Program, which is affiliated with the University of Washington School of Medicine (UWSOM) in Seattle, Washington. WWAMI is an acronym for the five states that participate in this program: Washington, Wyoming, Alaska, Montana and Idaho. The UWSOM curriculum, content and testing is the same at all WWAMI sites.	WWAMI Medical Education website <a href="http://www.uwyo.edu/wwami/">http://www.uwyo.edu/wwami/</a>
Minority	Self-reported ethnic designations including Hispanics of any race, American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, and Two or more races.	OIA
National Center for Education Statistics (NCES)	The National Center for Education Statistics (NCES), in the Institute of Education Sciences, is the statistical agency of the U.S. Department of Education and the primary federal provider of education statistics on the condition of American education.	IPEDS Survey Glossary
Native Hawaiian or Other Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.	IPEDS Survey Glossary
Natural Resources, Construction, and Maintenance Occupations	An occupational category based on the following major groups in the 2010 Standard Occupational Classification (SOC) Manual: 1) Farming, Fishing, and Forestry Occupations; 2) Construction and Extraction Occupations; and 3) Installation, Maintenance, and Repair Occupations Farming, Fishing, and Forestry Occupations include job areas such as: Agricultural Workers and Inspectors; Animal Breeders; Supervisors of Farming, Fishing, and Forestry Workers; Fishing and Hunting Workers; and Forest, Conservation, and Logging Workers. Construction and Extraction Occupations include job areas such as: Supervisors of Construction and Extraction Workers; Construction Trades Workers and Helpers; and Extraction Workers. Installation, Maintenance, and Repair Occupations include job areas such as: Supervisors of Installation, Maintenance, and Repair Workers; Electrical and Electronic Equipment Mechanics Installers, and Repairers; Vehicle and Mobile Equipment Mechanics, Installers, and Repairers; Heating, Air Conditioning, and Refrigeration Mechanics and Installers; Maintenance and Repair Workers, General; and Coin, Vending, and Amusement Machine Servicers and Repairers.	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
Non-Degree-Seeking Student	Farming, Fishing, and Forestry Occupations include job areas such as:	IPEDS Survey Glossary
Non-Extended term track academic professional lecturers	This faculty category includes academic professional lecturers, visiting scholars, UW employees with additional assignments, retired faculty, community-based and honorific appointments.	Academic Affairs & OIA
Non-Operating Expenditures	This category includes certain fiscal transactions and expenditures, the costs of which are <u>not</u> ultimately borne by or chargeable to the University spending or distributing department or fund as a cost of administration of programs and purposes. Types of expenditures include, but are not limited to, interest expense, tuition refunds and fee refunds.	University of Wyoming Operating Budget
Nonresident Alien	A person who is not a citizen or national of the United States and who is in this country on a visa or temporary basis and does not have the right to remain indefinitely.	IPEDS Survey Glossary
Non-Resident Student	Non-Resident students include those in the categories of Alumni Rate, International, International 150% Rate, and Out-of-State Residents.	OIA

Term	Definition	Source
Office and Administrative Support Occupations	An occupational category based on the major group in the 2010 Standard Occupational Classification (SOC) Manual which includes job areas such as: Supervisors of Office and Administrative Support Workers; Communications Equipment Operators; Financial Clerks; Information and Record Clerks; Police, Fire, and Ambulance Dispatchers; Postal Service Workers; Shipping, Receiving, and Traffic Clerks; Utility Meter Readers; Secretaries and Administrative Assistants; Computer Operators; Data Entry and Information Processing Workers; Proofreaders and Copy Markers; and Office Clerks.	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
Official End of Semester Counts	The most complete UW headcounts due to continuous enrollment throughout the semester, particularly for outreach students. These counts are used for national publications, federal reports, IPEDS, the Common Data Set, etc.	OIA
Operating Expenditures	Operating expenses result from providing goods and services.	IPEDS Survey Glossary
Operation & Maintenance of Plant	This category includes all expenses for the administration, supervision, operation, maintenance, preservation, and protection of the institution's physical plant. They include expenses normally incurred for such items as janitorial and utility services; repairs and ordinary or normal alterations of buildings, furniture, and equipment; care of grounds; maintenance and operation of buildings and other plant facilities; security; earthquake and disaster preparedness; safety; hazardous waste disposal; property, liability, and all other insurance relating to property; space and capital leasing; facility planning and management; and central receiving. This category does not include interest expense on capital-related debt.	University of Wyoming Operating Budget; National Association of College and University Business Officers
Other Expenses	The amount of money (estimated by the financial aid office) needed by a student to cover expenses such as laundry, transportation, and entertainment.	IPEDS Survey Glossary
Other Professional Staff	A primary function or occupational activity category used to classify persons employed for the primary purpose of performing academic support, student service, and institutional support, whose assignments would require either a baccalaureate degree or higher or experience of such kind and amount as to provide a comparable background. Included in this category are all employees holding titles such as business operations specialists; buyers and purchasing agents; human resources, training, and labor relations specialists; management analysts; meeting and convention planners; miscellaneous business operations specialists; financial specialists; accountants and auditors; budget analysts; financial analysts and advisors; financial examiners; loan counselors and officers; computer specialists; computer and information scientists, research; computer programmers; computer software engineers; computer support specialists; computer systems analysts; database administrators; network and computer systems administrators; network systems and data communication analysts; counselors, social workers, and other community and social service specialists; counselors; social workers; health educators; lawyers; librarians, curators, and archivists; museum technicians and conservators; librarians; artists and related workers; designers; athletes, coaches, umpires; dancers and choreographers; music directors and composers; dietitians and nutritionists; pharmacists; physicians; registered nurses; and therapists.	IPEDS Survey Glossary
Other Teachers & Instructional Support Staff	Develop instructional material, coordinate educational content, and incorporate current technology in specialized fields that provide guidelines to educators and instructors for developing curricula and conducting courses. Includes educational consultants and specialists, and instructional material directors.	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA

Term	Definition	Source
Outreach School	The Outreach School consists of UW/Casper College, Outreach Credit Programs, and Professional Development. If students take one class during the fall at the Laramie campus, they will be counted as a Laramie student for that semester, even if all of their other fall classes are taken through the Outreach School.	OIA
Part-Time Employee	Any employee holding less than a full-time equivalent position (FTE less than 1.0).	UW Academic Affairs
Part-Time Instructional Faculty	Adjuncts and other instructors being paid solely for part-time classroom instruction. Also includes full-time faculty teaching less than two semesters, three quarters, two trimesters, or two four-month sessions. Employees who are not considered full-time instructional faculty but who teach one or more non-clinical credit courses may be counted as part-time faculty.	Common Data Set
Part-Time Student	Undergraduate, Law, and Pharm.D. students enrolled for less than 12 hours. At the graduate level, less than 9 hours is classified as part-time.	University of Wyoming Catalog
Personal Services	This category includes all salary and wage compensation for University employees and students and employee benefit programs in which the University participates.	University of Wyoming Operating Budget
Post-Doctoral Associate	Post-Docs are doctorally qualified academic professionals seeking greater professional development and research investigation, before obtaining permanent employment. Post-Doctoral appointments are temporary.	UW Academic Affairs
Postsecondary Teachers - Public Service	A primary function or occupational activity category used to classify persons whose specific assignments customarily are made for the purpose of carrying out public service activities such as agricultural extension services, clinical services, or continuing education and who may hold academic rank titles of professor, associate professor, or assistant professor. These persons may also hold titles such as deans, directors, or the equivalent, as well as associate deans, assistant deans, and executive officers of academic departments (chairpersons, heads, or equivalent) if their principal activity is public service.	IPEDS Survey Glossary
Postsecondary Teachers - Research	A primary function or occupational activity category used to classify persons whose specific assignments customarily are made for the purpose of conducting research and who may hold academic rank titles of professor, associate professor, assistant professor, or titles such as research associate or postdoctoral fellow. These persons may also hold titles such as deans, directors, or the equivalent, as well as associate deans, assistant deans, and executive officers of academic departments (chairpersons, heads, or equivalent) if their principal activity is research.	IPEDS Survey Glossary
Preliminary Day 15 Counts	A snapshot of student headcounts taken on the 15th day of the semester after the drop/add period. These are used for enrollment management reporting. Does not include complete outreach counts of students.	OIA
Probationary Faculty	This term refers to tenure-track faculty members who are working toward tenure and to academic professionals, library faculty, and archive faculty who are working toward extended-term contracts. The probationary term for academic professionals is generally six years, with yearly reviews and re-appointments. For librarians and archivists, it is five years. Faculty members who are on tenure-track appointments typically undergo the review for tenure in the sixth year of employment.	UW Academic Affairs

Term	Definition	Source
Production, Transportation, and Material Moving Occupations	<p>An occupational category based on the following major groups in the 2010 Standard Occupational Classification (SOC) Manual: 1) Production Occupations and 2) Transportation and Material Moving Occupations.</p> <p>Production Occupations include job areas such as: Supervisor of Production Workers; Assemblers and Fabricators; Food Processing Workers; Metal Workers and Plastic Workers; Printing Workers; Textile, Apparel, and Furnishings Workers; Woodworkers; and Power Plant and System Operators.</p> <p>Transportation and Material Moving Occupations include job areas such as: Supervisors of Transportation and Material Moving Workers; Air Transportation Workers; Bus Drivers; Parking Lot Attendants; Crane and Tower Operators; Industrial Truck and Tractor Operators; Packers and Packagers, Hand; Pumping Station Operators; and Refuse and Recyclable Material Collections.</p>	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
Professional Degree	<p>An award that requires completion of a program that meets all of the following criteria: (1) completion of the academic requirements to begin practice in the profession; (2) at least 2 years of college work prior to entering the program; and (3) a total of at least 6 academic years of college work to complete the degree program, including prior required college work plus the length of the professional program itself. Professional degrees include Law and Pharm.D. degrees.</p>	IPEDS Survey Glossary & OIA
Professional Development Leave	<p>Extended-term academic professionals who have completed six years of service at the University are eligible for professional development leave. The purpose of development leave is to enhance performance, to conduct special studies, or in some other way to enhance an individual's ability to contribute to the University.</p> <p>Development leaves can be granted with or without pay, are the prerogative of the academic unit in which the academic professional is located, and are generally similar to sabbatical leaves for faculty.</p>	UW Academic Affairs
Professional Development Student	<p>A student attending courses for the purpose of gaining continuing education credits. These credits cannot be used towards a degree.</p>	OIA
Professional Student	<p>A student enrolled in any of the following programs: Law, Medicine (WWAMI), or Pharm.D.</p>	IPEDS Survey Glossary & OIA
Professor	<p>In addition to the qualification of an Associate Professor, "full" Professors have attained wide recognition in their professional fields for scholarship or other creative activity and have gained recognition for superior teaching and service.</p>	UW Academic Affairs
Public Service Expenses	<p>Funds are expended for activities that are established primarily to provide noninstructional services beneficial to individuals and groups external to the institution. These activities include community service programs (excluding instructional activities) and cooperative extension services. Included in this category are conferences, institutes, general advisory services, reference bureaus, radio and television, consulting, and similar noninstructional services to particular sectors of the community.</p>	University of Wyoming Operating Budget; National Association of College and University Business Officers

Term	Definition	Source
Race/Ethnicity	<p>Categories used to describe groups to which individuals belong, identify with, or belong in the eyes of the community. The categories do not denote scientific definitions of anthropological origins. They are used to categorize U.S. citizens, resident aliens, and other eligible non-citizens.</p> <p>Individuals are asked to first designate ethnicity as:</p> <ul style="list-style-type: none"> <li>• Hispanic or Latino or</li> <li>• Not Hispanic or Latino</li> </ul> <p>Second, individuals are asked to indicate one or more races that apply among the following:</p> <ul style="list-style-type: none"> <li>• American Indian or Alaska Native</li> <li>• Asian</li> <li>• Black or African American</li> <li>• Native Hawaiian or Other Pacific Islander</li> <li>• White</li> </ul>	IPEDS Survey Glossary
Race/Ethnicity Unknown	The category used to report students or employees whose race and ethnicity are not known.	IPEDS Survey Glossary
Required Fees	Fixed sum charged to students for items not covered by tuition and required of such a large proportion of all students that the student who does not pay the charge is an exception.	IPEDS Survey Glossary
Research	<p>A functional expense category that includes expenses for activities specifically organized to produce research outcomes and commissioned by an agency either external to the institution or separately budgeted by an organizational unit within the institution. The category includes institutes and research centers, and individual and project research. This function does not include nonresearch sponsored programs (e.g., training programs). Also included are information technology expenses related to research activities if the institution separately budgets and expenses information technology resources (otherwise these expenses are included in academic support.) Institutions include actual or allocated costs for operation &amp; maintenance of plant, interest, and depreciation.</p>	IPEDS Survey Glossary
Research Expenses	This category includes all expenses for activities specifically organized to produce research, whether commissioned by an agency external to the institution or separately budgeted by an organizational unit within the institution. Subject to these conditions, the category includes expenses for individual and/or project research as well as those of institutes and research centers.	University of Wyoming Operating Budget; National Association of College and University Business Officers
Research Professor	Person with demonstrated superior capacity for research contributions, who is employed solely on external funds, and who holds a terminal degree. These appointments are made only at the Professor level and for not more than one year at a time. They are renewable.	UW Academic Affairs
Research Scientist	An academic professional whose primary responsibility is to conduct research. There are three ranks for Research Scientists: Assistant Research Scientist, Associate Research Scientist, Research Scientist.	UW Academic Affairs
Residency	Resident students include Graduate Assistants, In-State Residents, International Graduate Assistants, and those paying the International Resident Rate. Non-Resident students include those in the categories of Alumni Rate, International, International 150% Rate, and Out-of-State Residents.	OIA



Term	Definition	Source
Resident Student	Resident students include Graduate Assistants, In-State Residents, International Graduate Assistants, and those paying the International Resident Rate.	OIA
Retention Rate	A measure of the rate at which students persist in their educational program at an institution, expressed as a percentage. For four-year institutions , this is the percentage of first-time bachelors (or equivalent) degree-seeking undergraduates from the previous fall who are again enrolled in the current fall. For all other institutions this is the percentage of first-time degree/certificate-seeking students from the previous fall who either re-enrolled or successfully completed their program by the current fall.	IPEDS Survey Glossary
Review Year	Year in which a reappointment review occurs for probationary employees. Normally, tenure-track faculty members undergo mandatory reappointment reviews in their first, second, and fourth years, with optional reviews in the third and fifth years. A review for the tenure decision occurs no later than the sixth year. In some cases employees start with credit toward a tenure or extended-term decision, based on their previous experience. In these cases the review year is the number of years of service at UW plus the number of years of credit.	UW Academic Affairs
Room Charges	The charges for an academic year for rooming accommodations for a typical student sharing a room with one other student.	IPEDS Survey Glossary
Sabbatical Leave	Sabbatical leave may be granted to any tenured member of the faculty for the purposes of increasing professional competence and usefulness to the University. A minimum of six years service at the University must precede each period of sabbatical leave, although no right accrues automatically through lapse of time. Sabbatical leaves are normally granted for either a half year (full pay) or a full year (60% of salary). A faculty member who fails to return to the University after a sabbatical leave must repay the amount of compensation received from the University during the sabbatical. Faculty members may not use sabbatical leaves to pursue degrees.	UW Academic Affairs
Sales and Related Occupations	An occupational category based on the major group in the 2010 Standard Occupational Classification (SOC) Manual which includes job areas such as: Supervisors of Sales Workers; Retail Sales Workers; and Sales Representatives.	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
Sales and Services Fund	The primary revenue sources for this fund are indirect cost recovery, central services cost allocation, and interest income from investment of funds held by the University. Other sources include auxiliary services transfers, library fines, parking fines, returned check charges, utility sales to fraternities and sororities, and sale of livestock and agricultural products produced as a result of instructional activities. This fund is unrestricted and may be used for any University purpose.	University of Wyoming Operating Budget
Scholarships	Grants-in-aid, trainee stipends, tuition and required fee waivers, prizes or other monetary awards given to undergraduate students.	IPEDS Survey Glossary

Term	Definition	Source
Scholarships and Fellowships	Outright grants-in-aid, trainee stipends, tuition and fee waivers, and prizes awarded to students by the institution, including Pell grants. Awards to undergraduate students are most commonly referred to as "scholarships" and those to graduate students as "fellowships." These awards do not require the performance of services while a student (such as teaching) or subsequently as a result of the scholarship or fellowship. The term does not include loans to students (subject to repayment), College Work-Study Program (CWS), or awards granted to a parent of a student because of the parent's faculty or staff status. Also not included are awards to students where the selection of the student recipient is not made by the institution.	IPEDS Survey Glossary
Scholarships and Fellowships Expenses	This category includes expenses for scholarships and fellowships in the form of grants to students, resulting either from selection by the institution or from an entitlement program. It also includes trainee stipends, prizes, and awards, except those trainee stipends awarded to individuals who are not enrolled in formal course work, which are charged to instruction, research, or public service, as appropriate.	University of Wyoming Operating Budget; National Association of College and University Business Officers
Section I Budget	This section contains the general operating budget of the University supported by appropriated funds, including state general funds, federal formula funds for the support of the College of Agriculture, and other University funds (University of Wyoming Income Fund, Sales and Services Fund, Federal Mineral Royalties, Agricultural College Land Income Fund, University Land Income Fund, and Clinic Income), and unrestricted income from the University of Wyoming Foundation.	University of Wyoming Operating Budget
Section II Budget	This section contains the self-sustaining budgets of the University that are supported by sponsored funding for research and other activities (primary source is federal funds), income from University auxiliary operations (e.g., housing, residence halls, dining services, transportation, parking, student union, and bookstore), gifts and contributions, student fees, and federal mineral royalties. Also included is a major portion of intercollegiate athletics, with the residual in Section I.	University of Wyoming Operating Budget
Self-Enrichment Education Teachers	Teach or instruct courses other than those that normally lead to an occupational objective or degree. Courses may include self-improvement, nonvocational, and nonacademic subjects. Teaching may or may not take place in a traditional educational institution. Excludes "Fitness Trainers and Aerobics Instructors" (39-9031). Flight instructors are included with "Aircraft Pilots and Flight Engineers" (53-2010).	United States Bureau of Labor Statistics website: <a href="http://www.bls.gov/soc/2010/soc253021.htm">http://www.bls.gov/soc/2010/soc253021.htm</a>
Semester (Calendar System)	A calendar system that consists of two sessions called semesters during the academic year with about 15 weeks for each semester of instruction. There may be an additional summer session.	IPEDS Survey Glossary

Term	Definition	Source
Service Occupations	<p>An occupational category based on the following major groups in the 2010 Standard Occupational Classification (SOC) Manual: 1) Healthcare Support Occupations; 2) Protective Service Occupations; 3) Food Preparation and Serving Related Occupations; 4) Building and Grounds Cleaning and Maintenance Occupations; and 5) Personal Care and Service Occupations.</p> <p>Healthcare Support Occupations include job areas such as: Nursing, Psychiatric, and Home Health Aides; Occupational Therapy and Physical Therapist Assistants and Aides; Medical Assistants; Pharmacy Aides; Veterinary Assistants and Laboratory Animal Caretakers; and Phlebotomists.</p> <p>Protective Service Occupations include job areas such as: Supervisors of Law Enforcement Workers and Fire Fighting and Prevention Workers; Law Enforcement Workers; Fire Fighting and Prevention Workers; Parking Enforcement Workers; Security Guards; and Lifeguards, Ski Patrol, and Other Recreational Protective Service.</p> <p>Food Preparation and Serving Related Occupations include job areas such as: Supervisors of Food Preparation and Serving Workers; Cooks and Food Preparation Workers; Food and Beverage Serving Workers; Dining Room and Cafeteria Attendants and Bartender Helpers; Dishwashers; and Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop.</p> <p>Building and Grounds Cleaning and Maintenance Occupations include job areas such as: Supervisors of Building and Grounds Cleaning and Maintenance Workers; Building Cleaning and Pest Control Workers; and Grounds Maintenance Workers.</p> <p>Personal Care and Service Occupations include job areas such as: Supervisors of Personal Care and Service Workers; Nonfarm Animal Caretakers; Locker Room, Coatroom, and Dressing Room Attendants; Barbers, Hairdressers, Hairstylists, and Cosmetologists; Makeup Artists, Theatrical and Performance; Childcare Workers; Personal Care Aides; Recreation and Fitness Workers; and Residential Advisors.</p>	IPEDS Survey Glossary & United States Bureau of Labor Statistics & OIA
SHEEO	State Higher Education Executive Officers (SHEEO)	<a href="http://www.sheeo.org">www.sheeo.org</a>
SHEF	State Higher Education Finance (SHEF) report is produced annually by the State Higher Education Executive Officers (SHEEO) to aid policymakers and educators in addressing broad public policy questions with respect to public financing of higher education.	<a href="http://www.sheeo.org/finance/shef-home.htm">http://www.sheeo.org/finance/shef-home.htm</a>
Site	Sites are broken into the Laramie campus and the Outreach School. If students take one class during the fall at the Laramie campus, they will be counted as a Laramie student for that semester, even if all of their other fall classes are taken through the Outreach School. The Outreach School consists of UW/Casper College, Outreach Credit Programs, and Professional Development.	OIA
Special Appropriations	Operating budgets created for specific activities authorized by the Legislature.	University of Wyoming Operating Budget
Sponsored Funding	This category includes income primarily from Federal agencies, but also state, corporate, contracts and grants, as well as foundation funding supporting sponsored research and specific educational and service programs.	University of Wyoming Operating Budget
Student Counts	The number of individuals for whom instruction is provided in an educational program under the jurisdiction of a school or educational institution.	IPEDS Survey Glossary

Term	Definition	Source
Student Services Budget Category	This category includes expenses incurred for the offices of admissions and the registrar and those activities whose primary purpose is to contribute to students' emotional and physical well-being and intellectual, cultural, and social development outside the context of the formal instruction program. It includes expenses for student activities, cultural events, the student newspaper, intramural athletics, student organizations, intercollegiate athletics (if the program is not operated as an auxiliary enterprise), counseling and career guidance (excluding informal academic counseling by the faculty), student aid administration, and the student health service (if not operated as an essentially self-supporting activity).	University of Wyoming Operating Budget; National Association of College and University Business Officers
Study Abroad	Arrangement by which a student completes part of the college program studying in another country. Can be at a campus abroad or through a cooperative agreement with some other U.S. college or an institution of another country.	IPEDS Survey Glossary
Supplemental Faculty (Non-extended term track academic professional lecturers)	This faculty category includes academic professional lecturers, visiting scholars, UW employees with additional assignments, retired faculty, community-based and honorific appointments.	Academic Affairs & OIA
Support Services Budget Category	This category includes expenses for services which are required by the University in the discharge of its functions or which are legal obligations of the University. Types of expenditures include, but are not limited to, commodities purchased for consumption, such as office supplies, printing, stationery, and small tools, continuing costs for rental of real estate or equipment, irrigation assessments, insurance premiums, maintenance service contracts rendered on a predictable basis, travel expenses, equipment, and contractual expenses.	University of Wyoming Operating Budget
Temporary Appointment	A short-term appointment without rights to tenure or extended term. Most temporary appointments are for one semester or one academic year.	UW Academic Affairs
Tenure	Status of a personnel position with respect to permanence of the position.	IPEDS Survey Glossary
Tenure-Track Appointment	Indicates a probationary faculty appointment prior to the award of tenure. Tenure-track positions generally require six years to tenure, but fewer years may be required based upon level of previous experience and accomplishments.	UW Academic Affairs
Terminal Degree	Typically the highest earned degree in a field of study. Examples include the Ph.D. (a variety of fields), the M.D. (medicine), the Ed.D. (education), M.F.A. (fine arts), M.Arch. (architecture), and J.D. (law).	UW Academic Affairs
Top 3 Ranks Faculty	Professors, associate professors, and assistant professors.	OIA
Transfer Hours	Total hours taken for a grade at an institution other than UW. This total may include hours from more than one institution.	OIA
Transfer Student	Undergraduate students who previously attended a higher education institution, have been officially admitted to the University of Wyoming (UW), and are attending UW as a degree-seeking student for the first time. This includes students at UW for the first time seeking a second bachelor's degree. Fall transfer students include those who began taking classes during the previous summer or the current fall semester. These students are identified only with the most recent college they attended prior to attending UW. Re-enrollees at UW are not counted as new transfers.	OIA

Term	Definition	Source
Tuition	The amount of money charged to students for instructional services. Tuition may be charged per term, per course, or per credit.	IPEDS Survey Glossary
Tuition and Fees (published charges)	The amount of tuition and required fees covering a full academic year most frequently charged to students. These values represent what a typical student would be charged and may not be the same for all students at an institution. The average full-time credit hour load for an entire academic year is used to estimate average tuition. Required fees include all fixed sum charges that are required of such a large proportion of all students that the student who does not pay the charges is an exception.	IPEDS Survey Glossary
Undeclared Student	A student that has not declared a specific major, but is taking classes. This can include students taking classes for enrichment purposes with no intention of obtaining a degree, professional development students taking classes for continuing education credit, or students who intend to get a degree but have not yet chosen a specific major.	OIA
Undergraduate	A student enrolled in a bachelor's degree program or a certificate program below the graduate level. This group includes freshmen, sophomores, juniors, seniors, second bachelors, and non-degree undergraduates.	IPEDS Survey Glossary & OIA
Unduplicated Count	The sum of students enrolled for credit with each student counted only once during the reporting period.	IPEDS Survey Glossary
University Foundation Income Fund	These funds are provided by the University of Wyoming Foundation from unrestricted income earned through management fee assessments and from investments.	University of Wyoming Operating Budget
University Land Income Fund	The fund was created by Federal Land Grant of 72 sections, and proceeds from the sale of such lands are placed in a permanent fund. The fund derives its revenue from interest on the permanent fund and from rental of lands. These funds are unrestricted and may be used for any University purpose.	University of Wyoming Operating Budget
University of Wyoming Income Fund	Revenue deposited to this fund is University-generated from three major categories: (1) tuition and fees (2) sale of agricultural products; and (3) income from intercollegiate athletic events. Fees include both mandatory and non-mandatory student fees. Mandatory fees include Wyoming Union, Student Services, Student Health Services, Intercollegiate Athletics, Recreation Programs, and Transit Fees. Non-mandatory fees include special course fees, earmarked computer fees, and certain other fees. These funds are unrestricted except that athletic income is used for Intercollegiate Athletics.	University of Wyoming Operating Budget
Visiting Faculty Appointment	Indicates a non-permanent, non-tenure-track faculty appointment. Most visiting appointments are for one year.	UW Academic Affairs
Western Undergraduate Exchange (WUE)	Western Undergraduate Exchange (WUE) is WICHE's student exchange program. Students who are residents of WICHE states are eligible to request a reduced tuition rate of 150% of resident tuition at participating two- and four-year college programs outside of their home state.	WICHE website <a href="http://www.wiche.edu/wue">http://www.wiche.edu/wue</a>
White	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.	IPEDS Survey Glossary
WICHE	Western Interstate Commission for Higher Education (WICHE) and its 15 member states work to improve access to higher education and ensure student success. WICHE states include: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming.	WICHE website <a href="http://www.wiche.edu">http://www.wiche.edu</a>
WUE	Western Undergraduate Exchange (WUE) is WICHE's student exchange program. Students who are residents of WICHE states are eligible to request a reduced tuition rate of 150% of resident tuition at participating two- and four-year college programs outside of their home state.	WICHE website <a href="http://www.wiche.edu/wue">http://www.wiche.edu/wue</a>

Term	Definition	Source
WWAMI Medical Education	The University of Wyoming participates in the WWAMI Medical Education Program, which is affiliated with the University of Washington School of Medicine (UWSOM) in Seattle, Washington. WWAMI is an acronym for the five states that participate in this program: Washington, Wyoming, Alaska, Montana and Idaho. The UWSOM curriculum, content and testing is the same at all WWAMI sites.	WWAMI Medical Education website <a href="http://www.uwyo.edu/WWAMI/">http://www.uwyo.edu/WWAMI/</a>
WYDENT	WYDENT is a contract program between the University of Wyoming and the University of Nebraska College of Dentistry and Creighton University School of Dentistry for dental education. The applicant or parent or guardian must be a legal resident of the State of Wyoming for five continuous years immediately prior to enrolling in dental school. Applicants must apply to the dental schools through the usual procedures and are subject to admission criteria established by the dental schools. Participants pay reduced tuition and must either pay back the money expended on their behalf or practice dentistry in Wyoming for three years.	University of Wyoming Catalog <a href="http://www.uwyo.edu/registrar/University_Catalog/admiss_wydent.html">http://www.uwyo.edu/registrar/University_Catalog/admiss_wydent.html</a>
Wyoming Research Products Center (RPC)	The RPC is the technology transfer office for the University of Wyoming. It also has an outreach mission to assist any Wyoming entrepreneur or inventor across the state. The RPC supports Wyoming individuals and organizations in technology transfer - the protection, marketing, and ultimate transfer of their intellectual property to industry.	Office of Research & Economic Development Website See <a href="http://www.uwyo.edu/rpc/about-rpc/">http://www.uwyo.edu/rpc/about-rpc/</a> for more details.
Wyoming Technology Business Center (WTBC)	The Wyoming Technology Business Center (WTBC) is a new business development program that focuses on high growth oriented companies with an emphasis on technology at the University of Wyoming. The WTBC was created for the development of a technology oriented business incubator within its 30,000 sq. ft. facility on the campus of the University of Wyoming. Business incubators have been proven to help small businesses succeed in the crucial first stages. Expert guidance, combined with shared resources, helps facilitate an ideal setting.	Office of Research & Economic Development Website See <a href="http://www.uwyo.edu/wtbc/">http://www.uwyo.edu/wtbc/</a> for more details.