

GLOSSARY OF TERMS

<u>Term</u>	<u>Definition</u>
Apportionment	The primary mechanism used by the state to fund community colleges. The district receives apportionment funding from each credit and non-credit FTES it generates. Apportionment represents 87 percent of the district's unrestricted income in the budget.
Base	The amount of funded FTES from the previous year. It is the point from which the current year's growth is calculated.
Budget	Yearly projection of revenue and expenses.
Cap	The maximum amount of enrollment for which the college will receive apportionment. It equals the FTES Base plus the FTES Growth.
Census	The point in time during a class when state revenues are calculated.
Community Service	Non-credit classes provided on a fee-for-service basis. Community Service classes do not generate FTES.
Department	One or more disciplines organized together for pedagogical and/or administrative purposes.
Discipline	An academic area of study composed of courses with the same prefix (i.e., ENGL, WLD, etc.)
Division	The largest organizational unit within the academic and student programs and services areas.
FTES	(Full-Time Equivalent Students) The unit of measurement used to determine the amount of apportionment paid to the district by the state. It is calculated by dividing the total number of student contact hours (WSCH x 16 weeks) by 525. A class of 30 students meeting 3 hours each week for a full semester produces 2.7 FTES. $[(30 \times 3 \times 16) / 525] *$
FTEF	(Full-Time Equivalent Faculty) the unit of measurement that describes the number of instructional hours required of a single full-time faculty member during an academic year.

<u>Term</u>	<u>Definition</u>
Growth	The amount by which the base may increase each year.
Mission	The purpose for which the community college exists.
Program	An organized and sequential collection of courses leading to a certificate or degree.
Persistence	Students continuing in enrollment from term to term. (Fall → Spring/Spring→Fall)
Productivity	The measure that represents the ratio of WSCH to FTEF.
Resources	The time, staff, money, facilities, and supplies/equipment needed to support student access and success.
Retention	Students maintaining enrollment in courses within a term.
	WSCH (Weekly Student Contact Hours) The total number of hours of instruction received each week by all individually enrolled students . (A lecture class with 30 students meeting three hours each week, generates 90 WSCH. The same teacher meeting four other classes in the same way results in one FTEF developing 450 WSCH).

* Rio Hondo College is currently on a 16 week semester, fall and spring