

# Funding Glossary

## (Includes Program Inventory and Course Inventory)

**Award** – In KHEDS, the award is an abbreviated description (code) of the award that a student is seeking or has received. KBOR has specific codes that must be used for associate level programs, certificate programs, Stand-Alone Parent Programs (SAPP) and “Pre” major programs for KHEDS data collections. Institutions may use their own award codes for other types of awards. The award code is part of a student’s PALA (program code/award level/award). The PALA in a student’s record must match the PALA of an active program in KBOR program inventory.

**Award Level** – In KHEDS, the award level is an abbreviated description (code) that identifies the level of the award that a student is seeking or has received. KBOR has specific codes that must be used in KHEDS collections. The award level is part of a student’s PALA (program code/award level/award). The student’s PALA must match the PALA of an active program in KBOR program inventory.

**Bucket ID** - A KBOR assigned field in course inventory designed to “group” like courses together so similar courses will be receive the same funding tier assignments.

**Business, Training, and Enrichment (BTE) Data Collection** – The Business, Training, and Enrichment data collection is a KHEDS student level where institutions provide enrollment history for any student enrolled in a course where the credit does not count towards a formal award. These courses are typically the enrichment/community service activities or customized training conducted by the community colleges. Some BTE courses are eligible for funding under KBOR’s funding model if they are linked to a KBOR approved technical program.

**CIP** - The Classification of Instructional Programs (CIP) provides a taxonomic scheme that supports the accurate tracking and reporting of fields of study and program completions activity. While KBOR makes the final determination of what CIP to attach to each KBOR approved program, institutions can suggest a CIP when new programs are submitted to KBOR approval.

**Composite Rate** – In the KBOR funding model, the composite rate is the combination of instructor, extraordinary, and support costs. Support costs include both instructional and institutional support.

**Cost Model** – The new approach to technical funding is based on the cost model. There are three main components in computing the overall cost of any technical course: instructional costs, extraordinary costs, and support costs (instructional and institutional). The cost model uses a per-credit hour calculation for each component and the components are added together to calculate a course’s composite rate. The composite rate is then used to determine the costs associated with each course which is ultimately used to determine the allocation of technical education funding among the 26 two-year institutions.

**Course ID** – The course ID is an abbreviated title, code, or catalog number that an institution uses to identify a specific set of courses. The “key” to the course inventory file is the course ID, section type and section hours. For example, many courses may have the same course id, but would be unique if either section type or section hours are different. For Community Colleges and Technical Institutions, the Course ID/section type/section hours combination in a student’s record in KSPSD must match a Course ID/section type/section hours in the KHEDS Course Inventory.

**Course Inventory (CI)** – Community Colleges, Technical Institutions, and WIT must maintain a list of all active courses offered by the institution. This is referred to as an institution’s course inventory and is part of KBOR’s KHEDS data collection. The “key” to the course inventory file is the course ID, section type, and section hours. For example, many courses may have the same course id, but would be unique if either section type or section hours is different.

**Course Key** - This is the unique key for a course that is comprised of course id, section type and section hours.

**Course Tier** – Course tier rates are used in the funding model to identify the funding amounts that are appropriate for different levels of courses. The different tier rates are designed to categorize courses into groupings (tiers) based on the costs associated with teaching the courses. Tier ratings range from 0-6 with 0 being assigned to courses that are classified as receiving non-tiered funding. See definition for “tiered technical course” in glossary. Appendix 10 in the KHEDS manual also provides detailed information regarding the process for determination of Tiered and Non-Tiered status.

**Course Title** – The course title or description is defined by the institution. The funding model “buckets” like course together to ensure that similar courses receive the same funding tier.

**Courses within Programs (CWP)** – KBOR provides a mechanism for institutions to link courses to a program to create a program’s curriculum. Every course that is either required or an elective for a program must be associated to that program within this system. Linking and tying courses to the appropriate program is a key element for the funding model.

**Enrichment Course** – An enrichment course is a course that does not count towards a formal award. These courses are generally customized training or community service courses where the student receives no credit for the course. Community Colleges are asked to submit data for students enrolled in these courses in KBOR’s Business, Training, and Enrichment (BTE) Data Collection which is part of KHEDS. These courses are also included in an institution’s course inventory. While some enrichment courses may have credit associated with them, enrichment courses do not qualify for tiered technical funding.

**Extraordinary Cost** – This is an element of the cost model that factors in the additional costs needed to fund certain technical programs. The “extraordinary” values are assigned at the program level but are applied at the course level at a credit hour rate.

**Funding Model** - The funding structure is based on three data components: 1) identification of eligible programs and courses, 2) identification of eligible student credit hours, and 3) the calculated course

costs based on the elements in the KBOR cost model. All three of these components require data from various sources all of which have established timeframes for collecting and reporting the necessary data elements included in the new funding approach.

**General Education Courses (Gen-Ed)** - These are courses that are designed to provide students in degree-programs with a broad academic foundation and include an appropriate distribution of coursework from the humanities, applied sciences and social sciences. State postsecondary education rules typically establish minimum requirements. These courses are not eligible for tiered technical funding.

**Institutional Gap Calculation** – Annual report showing the difference between the KBOR Cost Model/Funding Formula calculation for a selected data year and actual appropriation distribution received by each institution. It shows the KBOR calculated percent of gap.

**Institutional Support Costs**– These are additional costs associated with administration, and the operation and maintenance of an institution’s physical plant. The funding model uses data submitted by Kansas 2-year colleges and colleges in surrounding states that is collected in the IPEDS Finance survey to calculate the support cost for the institution to run the course. This value is used to calculate a per credit hour support rate. The costs model uses a 3-year rolling average of support cost data from the IPEDS Finance Surveys. *Institutional Support Percent Formula = (Institutional Support + Operation of Maintenance Plant)/(Total Operating Expenses – Auxiliary Enterprises – Scholarship and Fellowships).*

**Instructional Support Costs**- These are additional costs associated with academic support and student services. The funding model uses data submitted by Kansas 2-year colleges and colleges in surrounding states that is collected in the IPEDS Finance survey to calculate the support cost. This value is used to calculate a per credit hour support rate. The costs model uses a 3-year rolling average of support cost data from the IPEDS Finance Surveys. *Instructional Support Percent Formula = (Public Service + Academic Service + Student Service)/(Total Operating Expenses - Auxiliary Enterprises-Scholarship and Fellowships)*

**Instructor Costs** – The instructor costs are part of the funding model and are assigned at the program level. Programs are tiered based on instructor cost information provided to KBOR in the Kansas Study. Programs are divided into 6 tiers. KBOR uses a 3-year rolling average of the most current Kansas Study data available. *See Kansas Study for more information.*

**IPEDS** – The Integrated Postsecondary Education Data System (IPEDS) is a system of interrelated data surveys (collections) that are collected annually by the U.S. Department’s National Center for Education Statistics (NCES). IPEDS data is used to calculate instructional support costs and institutional support costs for the funding model. The funding model uses a 3-year rolling average of the most recent information available from the IPEDS Finance survey.

**Kansas Postsecondary Database (KSPSD)** – The Kansas Postsecondary Data System is a student level data collection where institutions provide enrollment history for any student enrolled in a course where that course counts towards a formal award.

**Kansas Study** – The Kansas Study is an analytical tool available for community colleges that allows institutions to compare instructional costs and productivity with both national aggregate data and select comparable peer institutions with which to make benchmark comparisons. The Kansas Study is used in the funding model at the program level. Program tier rates are based on a analysis of direct instructor costs as reported in the Kansas Study. Participation in the Kansas Study is free of charge and voluntary. More information can be found about the Kansas Study at <http://www.kansasstudy.org>.

**KBOR Calculated Composite Course System Rate for All Courses** - Annual report showing a KBOR calculated composite course rate for eligible courses by course title. The composite course rate is the combination of instructor, extraordinary, and support costs.

**KBOR Calculated State Share of Cost In-District** - Amount of in-district funding an institution should receive according to KBOR's formula.

**KBOR Calculated State Share of Cost Out-District** – Amount of out-district funding an institution should receive according to KBOR's formula.

**KBOR Calculated State Share of Costs** - Annual report showing the KBOR calculated state share of costs for each institution's unique course rate. Individual institutional composite course rates may or may not match the KBOR Composite Course Rate for Eligible Courses depending on how the institution chooses to tie or link the course to a technical or non-technical program.

**KBOR Cost Model Components** - Annual report showing the associated values for each component of the KBOR Cost Model: instructor rate, extraordinary level, institutional support, instructional support, and KBOR Composite rate.

**Kansas Higher Education Data System (KHEDS)** - In response to the Kansas Higher Education Coordination Act, the Kansas Board of Regents developed the Kansas Postsecondary Database (KSPSD) to collect student data as well as the Business Training and Enrichment student data collection, Program Inventory, Course Inventory, and Courses within Programs. Together these collections are referred to as the Kansa Higher Education Data System (KHEDS). KHEDS supports informed decision making through the collection, analysis, and reporting of postsecondary education in Kansas. KHEDS data is used in the KBOR funding model.

**KHEDS Certification** – The Postsecondary Tiered Technical Education State Aid requires the chief administrative officer of any eligible postsecondary institution to certify, under oath, to the state board any information deemed necessary by the state board to carry out the funding distribution responsibilities. Since KHEDS data is used in the funding model, KBOR requires institutions to certify to the accuracy and completeness of their data submitted in the various KHEDS data collections.

**KIT/KIR/IMPACT** – Indicates whether the student received KIT, KIR, or IMPACT funding from the Kansas Department of Commerce for the course. NOTE: students who receive this kind of funding will not receive state aid under the Postsecondary Tiered Technical Education State Aid Act.

**Linked Course** – A linked course is a course that is closely related to another course that is tied to a program, but the course is not a required or elective course of the program.

**Offer type** – This field is determined by the institution and identifies how the institution plans to use the course. The choices are:

- Tied to a program
- Linked to a program
- Enrichment

**PALA** – Acronym used to represent **p**rogram code, **a**ward level, and **a**ward.

**Postsecondary Tiered Technical Education State Aid Act** – This Act, also known as Senate Bill No. 143, took effect July 1, 2011 and directed the Postsecondary Technical Education Authority to develop and recommend a funding distribution formula to the Kansas Board of Regents for postsecondary technical education programs. The Act requires the chief administrative officer of any eligible postsecondary institution to certify, under oath, to the state board any information deemed necessary by the state board to carry out the funding distribution responsibilities.

**Program Code** – A code assigned by an institution to represent a program of study.

**Program Inventory** - Program inventory is an ongoing KBOR data collection that includes program information. As part of the Postsecondary Tiered Technical Education State Aid Act technical programs are tiered for funding by using the Kansas Study. *See Kansas Study.*

**Residency** - The funding model looks at state residency and district residency to determine the state share of the total cost. The credit hours generated by in-district students = 50% of cost, hours generated by out-district = 80% of cost, and out of state = 0.

**SCH In-District** - In-district student credit hours.

**SCH Out-District** – Out- of- district student credit hours.

**Section Hours** – Each course is assigned a number of credit hours by an institution in course inventory. The section hours designates how many credit hours for which the course will be counted. Since the funding model is a credit hour distribution funding formula, section hours are used in the funding calculations to determine how many credit hours a course should be funded at. Section hours are part of the “key” for courses in KBOR’s course inventory.

**Section Type** – A course may be designated as either a Public Offering (which most courses are) or Business & Industry (B&I) which has more stringent requirements for approval.

**Technical Education Authority (TEA)** – The TEA makes recommendations to KBOR regarding the coordination, statewide planning and improvements/enhancements to the postsecondary technical education system. In the Postsecondary Tiered Technical Education State Aid Act, the TEA was directed to develop a credit hour funding distribution formula for postsecondary technical education.

**Tier Rate** –Program tier rates are based on an analysis of direct instructor costs as reported in the Kansas Study. The program that a course is attached to determines the tier rate for that course since tiers are determined at the program level.

**Tiered (T) /Non-Tier (N) Course Designation**– This is a KBOR assigned field that identifies if the course is eligible for tiered or non-tiered funding.

**RULES to Tier Program/Course:**

- A “T” course is only eligible for the Postsecondary Tiered Technical State Aid pot of money if it is tied or linked to at least one Technical Program.
- If a “T” course is only tied or linked to a non-technical program, credit hours generated by that course are funded through the non-tiered course credit hour grant.
- If a “T” course is not tied or linked to any program, credit hours generated by that course receive no state aid.
- A “N” course is only eligible for the Non-tiered Course Credit Hour Grant pot of money if it is tied or link to any program.
- If a “N” course is not tied or linked to any program, credit hours generated by that course receive no state aid.

More information is available in Appendix 10 of the KHEDS manual.

**Tiered Technical Course** – This a postsecondary credit- bearing course included in a sequence of courses comprising a technical program where the course itself is designed to provide competency based applied instruction to prepare individuals with occupationally specific knowledge and skills necessary for employment. The course must be designated by KBOR as a tiered technical course to receive tiered technical funding.

**Total Credit Hour Distribution by tiers, levels, and KBOR Composite Rates** - Annual report showing the distribution of credit hours generated by the instructor rates, extraordinary cost levels, support percents, and KBOR Composite rates.

**Total Credit Hour Distribution KBOR Composite Rates** - Annual report showing the distribution of credit hours by the KBOR Calculated Composite Course Rate. The composite course rate is the combination of instructor, extraordinary, and support costs.

Cost Model / Funding Formula Supporting Reports

- **Program Instructor Rate and Extraordinary Level Cost Assignments** - Annual report showing the instructor tier rate and extraordinary level for every program in the program inventory system.
- **KBOR Calculated Composite Course System Rate for All Courses** - Annual report showing a KBOR calculated composite course rate for eligible courses by course title. The composite course rate is the

combination of instructor, extraordinary, and support costs. All course titles in the system are listed. The bucket name is a grouping of similar course titles across all institutions.

- **KBOR Cost Model Components** - Annual report showing the associated values for each component of the KBOR Cost Model: instructor rate, extraordinary level, institutional support, instructional support, and KBOR Composite rate.
- **Individual Course Rates for an Institution** - Annual report showing the instructor rate, extraordinary levels, and support amounts for each course at an individual institution.
- **Total Credit Hour Distribution KBOR Composite Rates** - Annual report showing the distribution of credit hours by the KBOR Calculated Composite Course Rate. The composite course rate is the combination of instructor, extraordinary, and support costs.
- **Total Credit Hour Distribution by tiers, levels, and KBOR Composite Rates** - Annual report showing the distribution of credit hours generated by the instructor rates, extraordinary cost levels, support percents, and KBOR Composite rates.
- **KBOR Calculated State Share of Costs** - Annual report showing the KBOR calculated state share of costs for each institution's unique course rate. Note this individual institutional composite course rate may or may not match the KBOR Composite Course Rate for Eligible Courses depending on how the institution chooses to tie or link the course to a technical or non-technical program and the financing of the credit hours generated within the taxing district and outside the taxing district.