

Standardized Data Set

Description of Data Elements for 2017-18 Reviews

This handout is designed to assist units in understanding the contents of the standardized data packages as units draw on the data to write their self-studies.

Where does this fit in the review process?

As indicated in our [Statement of Institutional Purpose](#), the University of Toronto is committed “to being an internationally significant research university, with undergraduate, graduate, and professional programs of excellent quality.”

This quality is assessed through cyclical reviews by external appraisers that consider how our scholarship, research and programs compare to those of our international peer institutions.

In preparation for an external review, units and programs prepare a self-study document.

How does the data relate to the self-study process?

The University of Toronto Quality Assurance Process (UTQAP) 5.6.4 describes the requirements of the self-study, including (but not limited to) the requirement for the self-study:

- to be a “broad-based, reflective and forward-looking report that includes critical self-analysis” (UTQAP 5.6.4)
- to “address and document” “program-related data and measures of performance, including applicable provincial, national and professional standards (where available); “the integrity of the data”; “quality indicators”

The standardized data packages are provided to assist units in developing a self-study narrative that meets these requirements.

Who develops the standardized data packages?

The Office of the Vice-Provost, Academic Programs distributes the packages to Dean’s Offices. The packages are produced by a data analyst who sits in Planning and Budget and draws on institutional data sources from several university databases.

What if the data package doesn’t include data that can support an issue we want to discuss in our self-study?

The data packages draw only on centrally held data that is readily available for all (or most) programs and units. Units are encouraged to supplement the data provided with appropriate data that may be available through other sources. Units in departmentalized divisions should contact their Dean’s Office for assistance with supplementary data. Single-department faculties should contact Cora McCloy (cora.mccloy@utoronto.ca) for assistance.

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- The data descriptions are organized according to the tabs in the standardized data packages.
 - The footnotes in the data packages provide much more detailed answers to questions that arise in relation to individual data elements (e.g., “Which grants are included in ‘Government, Other?’”).
 - **Not all data elements will be appropriate or available for all reviews.**

Standardized Data Set

Description of Data Elements for 2017-18 Reviews

1. Faculty Quality Indicators

A. Funding Awards & Honours

| <i>Element</i> | <i>Overview</i> | <i>Description</i> | <i>Comparators</i> | <i>Data Source</i> | <i>Date Range</i> |
|---|--|---|---|--|--|
| <i>Faculty complement</i> | Snapshot of faculty with primary or budgetary cross-appointments, in the unit and Graduate Faculty Memberships in the relevant graduate unit | Lists of all faculty with primary appointments in the unit, followed by all faculty with budgetary cross-appointments in the unit, with headcounts of total tenured/tenure stream, teaching-stream, etc. List of graduate faculty memberships in the graduate unit (if the review includes a graduate program), with headcounts. | N/A | Academic Complements database (budgetary appointments); HRIS (graduate faculty memberships). | Snapshot as of September 2016 (budgetary appointments) January 2017 (graduate faculty memberships) |
| <p>Good to know for “Faculty complement”</p> <ul style="list-style-type: none"> • Program only reviews where there is not a clearly identified unit associated with the program will not have any data in this table • The lists exclude PVP (President, Vice-Presidents, Vice-Provosts), those on LTD, unpaid leaves (and Emeriti in the case of graduate faculty memberships) • The lists provide only a recent snapshot of faculty complement supporting the program(s) under review, not how complement has changed over time | | | | | |
| <i>Level of research funding</i> | Amount of funding administered by a unit | Aggregation of research funding awarded to principal investigators that is administered through the unit per grant year, pro-rated . Data are reported by funding source. | Corresponding Dept Class (and Faculty for unidisciplinary, multi-department Faculties – FASE, MED, OISE-) | Research Datacube (Office of VP, Research) | Last 8 grant years (note: data in most recent grant year is most likely to change) |
| <p>Good to know for “Level of research funding”:</p> <ul style="list-style-type: none"> • This table only shows funding “administered through the unit”; grants that PIs have elected to administer through another unit will not appear here • This table requires an administering unit; program only reviews where there is no unit associated with the program will not have any data in this table • When reviews include programs that have been involved in unit change – e.g., programs that have moved into new units or moved between units, this table will show only research funding that is linked to the current unit in the datacube • Cube data is refreshed periodically; re-running the report by the same parameters will result in different numbers, especially in later years of the table • “Level of research funding – Supplemental” provides optional additional detail that may be of interest to units | | | | | |
| <i>Participation rates in Tri-Agency funding</i> | A broad measure of faculty members’ participation in Tri-Agency competitions | Number and proportion of faculty members in the unit who have applied for OR have held Tri-Agency funding in the last seven academic years. Only includes CRC-eligible awards. Only includes tenure-stream faculty. | Faculty, SGS Division and U of T | Research and International Relations Applications and Awards Cube, (Office of VP, Research) | 2007-08 to 2014-15 (academic year) |

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|---|---|---|------------------------------|---|--|
| <p>Good to know for “Participation rates in Tri-Agency funding”</p> <ul style="list-style-type: none"> This table only captures participation of tenure-stream faculty with primary appointments in the unit; any participation by non-tenure stream faculty, or by faculty with less than 51% appointment to the unit, will not be captured in this table. Note: a list of faculty currently holding primary appointments in the unit is included in the “Faculty Complement” tab. Data may be incomplete when reviews include programs that have been involved in unit change – e.g., programs that have moved into new units or moved between units This table only includes participation related to CRC-eligible awards; any participation in other types of competitions will not be captured in this table. | | | | | |
| <i>Success in Tri-Agency grant applications</i> | A measure of success in Tri-Agency competitions for a unit’s participating faculty members. | Count of successful and unsuccessful applications for the unit in Tri-Agency funding competitions. Generally, data are too sparse to calculate meaningful success rates at the unit level. Only includes tenure-stream faculty. | Faculty, U of T and national | Research Information Systems data and reports from Tri-Agency funding bodies (Office of VP, Research) | Up to 8 years, varies by competition. |
| <p>Good to know for “Success in Tri-Agency grant applications”</p> <ul style="list-style-type: none"> Success rate information is normally reported at the institutional level. At the unit level application numbers are too low to calculate meaningful success rates, but raw data are provided for information and general comparison. Data may be incomplete when reviews include programs that have been involved in unit change – e.g., programs that have moved into new units or moved between units 2016 data is preliminary based on internal records | | | | | |
| <i>Faculty research awards and honours</i> | Provides a summary of the known awards and recognition received by a unit’s faculty members | List of honours and awards received by faculty members in the unit. Includes details of award start date and awarding organization. Includes indication of prevalence of award within U of T-wide database. | None | Awards and Honours Database (Office of VP, Research) | 2009 to 2016 (calendar year of date awarded) |
| <p>Good to know for “Faculty research awards and honours”</p> <ul style="list-style-type: none"> The list of awards focuses on research; teaching awards, CRCs, fellowships, etc. will not be captured The list includes only awards received by faculty members, at U of T, between the years 2009-2016. Data may be incomplete when reviews include programs that have been involved in unit change – e.g., programs that have moved into new units or moved between units The “by Faculty” table allows for analysis of trends by faculty member The “by Award” table allows for analysis of the unit’s awards received, including the unit’s ‘share’ of a particular award relative to U of T overall The Office of Vice-President, Research and Innovation can assist with supplementary data (e.g., units with a high proportion of junior faculty members may be more interested in trends in award <i>applications</i> as opposed to awards <i>received</i>) | | | | | |

Standardized Data Set

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B. Research & Scholarly Activity

| <i>Element</i> | <i>Overview</i> | <i>Description</i> | <i>Comparators</i> | <i>Data Source</i> | <i>Date Range</i> |
|---|---|---|---|--|---------------------------------------|
| <i>Technology transfer indicators</i> | A measure of how faculty members in a unit commercialize and disseminate their intellectual property | Data are provided on the number of disclosures, licenses, and patents attributable to investigators in the unit since the 2012 fiscal year. | U of T | Innovations & Partnerships Office records (Office of VP, Research) | 2012-2016 2016 data is preliminary |
| <p>Good to know for “Technology transfer indicators”</p> <ul style="list-style-type: none"> • Tables do not include technology transfer activities of affiliated institutions • This data may not be available for, and may not be equally relevant to, all disciplines. However, any activity that has been recorded is provided in this tab. • Data may be incomplete when reviews include programs that have been involved in unit change – e.g., programs that have moved into new units or moved between units | | | | | |
| <i>Publication and citation rankings</i> | A broad picture of how U of T performs compared to other North American universities in the unit’s field of study | Rankings of publication and citation counts are provided for relevant field(s) of study. These rankings reflect the activity of the University’s faculty members as a whole | The rankings compare U of T as a whole to other public and private institutions in the U15 and Association of American Universities, and the University of California at San Francisco. | InCites™, Thomson Reuters. Web of Science. | 2011 to 2015 (calendar year) |
| <p>Good to know for “Publication and citation rankings”</p> <ul style="list-style-type: none"> • These rankings are not available at a unit level. Therefore, the data may include citations/publications for scholars working in the field who do not belong to the unit under review. • Links to a) a description of the category and b) list of journals associated with these rankings are included in the notes to this tab. • Many units choose to supplement this data with more focused, program-specific data (e.g., from CVs, discipline specific rankings/indices, etc.) | | | | | |

Standardized Data Set

Description of Data Elements for 2017-18 Reviews

2. Undergraduate Student Quality Indicators

| Element | Overview | Description | Comparators | Data Source | Date Range |
|--|--|--|--------------------|---|---|
| <i>A. Applications, offers, registrations</i> | Provides information on the demand for the program and the selectivity of the unit in choosing students | Number of applications, offers and new registrants over the last 8 years for the unit, including offer and acceptance rates, where appropriate. All offers are counted regardless of outcome (e.g., accepted, declined, etc.), unless otherwise stated. Data are presented by degree or program, as appropriate. | Faculty | Admissions Cube | 2012-2016 |
| <p>Good to know for “Applications, offers, registrations”</p> <ul style="list-style-type: none"> Data are not available for most undergraduate arts and science programs on the three campuses. Most students in arts and science programs apply to general studies in their first year and do not identify with a specific program until their second year of study. In these cases it is not possible to determine application and offer numbers for a specific department or program. | | | | | |
| <i>B. Enrolments</i> | A history of the population of students in the unit/program to highlight increases/decreases in enrolment over the observed period | Annual fall enrolment statistics are provided, presented in tabular and graphic format. Enrolments are reported by degree, program and/or subject POST (as appropriate). | None | Program Enrolment Cube (Planning & Budget) | Last 8 years (fall enrolment counts) |
| <p>Good to know for “Enrolments”</p> <ul style="list-style-type: none"> The enrolments counts shown here align with the numbers in the official counts sent to the Ministry of Advanced Education and Skills Development. More information is available in the notes to this tab. | | | | | |
| <i>C. Grade-level for admission</i> i. Annual New Subject POST Enrolment (All Students) | A measure of student enrolment in the POST, including students who have not entered directly from high school | Student counts of first enrolment in a subject POST, regardless of year of study, and including all students (not just students entering directly from high school) | None | Annual New SPOST Enrolment Report, Program Enrolment Cube | Last 8 academic years (wherever possible) |
| <p>Good to know for “Annual New Student Subject POST Enrolment”</p> <ul style="list-style-type: none"> Included only for undergraduate arts and science programs on the three campuses. When used in relation to the next table, provides a measure of the extent to which the POST attracts students beyond just those entering from Ontario high schools (e.g., non-Ontario high schools, mature students, international students) | | | | | |

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|--|--|--|---|---|---|
| <i>C. Grade-level for admission</i> ii. Annual New Subject POST Enrolment and Mean Entering Average of New Enrolments | A measure of the academic quality of students entering the program directly from high school (or previous university study in the case of 2 nd entry) | Annual mean entering averages (i.e., averages used to determine admission) of newly registered students are reported, (separately by subject POST where appropriate) | None | Faculty Registrar or Unit | Last 8 academic years (wherever possible) |
| Good to know for “Grade-level for admission” | | | | | |
| <ul style="list-style-type: none"> Entering averages are only calculated for incoming Ontario high school students (or university students, for 2nd entry programs). | | | | | |
| <i>D. Final-year academic achievement</i> | A measure of an undergraduate student’s academic success during their program | Average cumulative GPA values for students at the end of their studies. May be presented by program or subject POST, depending on the unit. | None | Program Enrolment at Graduation Cube | Last 8 academic years (wherever possible) |
| Good to know for “Final-year academic achievement” | | | | | |
| <ul style="list-style-type: none"> Also includes count of students completing the program or subject POST | | | | | |
| <i>E. Student satisfaction</i> | Information about students’ satisfaction with aspects of their program, department and/or the university | Summary of results from student satisfaction surveys (selected questions). Undergraduate data for the NSSE (National Survey of Student Engagement) are provided for the relevant field of study. | U15 respondents in comparable field of study, all U of T, all U15 institutions and Ontario universities | NSSE data (Government, Community & Institutional Relations) | 2014, 2011 (where comparisons are possible given changes to NSSE) |
| Good to know for “Student Satisfaction” | | | | | |
| <ul style="list-style-type: none"> Responses are provided for “senior” students only Most 2nd entry programs do not participate in this survey | | | | | |
| <i>F. Course evaluations</i> | | <i>Course evaluation reports will be available shortly.</i> | | <i>NEW: Course Evaluation Cube.</i> | |
| Good to know for “Course evaluations” | | | | | |
| <ul style="list-style-type: none"> <i>More information will be provided shortly.</i> | | | | | |

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3. Graduation and Employment Quality Indicators

| <i>Element</i> | <i>Overview</i> | <i>Description</i> | <i>Comparators</i> | <i>Data Source</i> | <i>Date Range</i> |
|---|---|---|--------------------|--|--------------------------------|
| <i>A. Seven Year Graduation Rate</i> | A broad measure of the proportion of students who graduate and find subsequent employment | Undergraduate rates of graduation reported for relevant disciplines of study are presented. | U of T, Ontario | Key Performance Indicators (Ministry of Training, Colleges and Universities) | 2006 Cohort graduating by 2013 |
| <p>Good to know for “Seven Year Graduation Rate”</p> <ul style="list-style-type: none"> These data do not provide a program-specific picture for most arts and science undergraduate programs on the three campuses: the "Other Arts and Science" category includes students enrolled in most arts and science type programs, except for students in Commerce, Computer Science and the UTM/Sheridan Fine Art/Drama program. An additional tab of Ontario comparator program information is provided when program-specific data are available | | | | | |
| <i>B. Employment Rates</i> | A broad measure of the proportion of students who graduate and find subsequent employment | Post-graduate employment rates provided for 6 months and 2 years after graduation. Data cannot be broken down by department or division | U of T, Ontario | Key Performance Indicators (Ministry of Training, Colleges and Universities) | 2012 graduates |
| <p>Good to know for “Employment Rates”</p> <ul style="list-style-type: none"> Results are not available by campus These data do not provide a program-specific picture for most arts and science undergraduate programs on the three campuses: the "Other Arts and Science" category includes students enrolled in most arts and science type programs, except for students in Commerce, Computer Science and the UTM/Sheridan Fine Art/Drama program. An additional tab of Ontario comparator program information is provided when program-specific data are available | | | | | |

4. Graduate Student Quality Indicators

| <i>Element</i> | <i>Overview</i> | <i>Description</i> | <i>Comparators</i> | <i>Data Source</i> | <i>Date Range</i> |
|--|---|---|--|--------------------------------|-----------------------|
| <i>A. Applications, offers, registrations</i> | Provides information on the demand for the program and the selectivity of the unit in choosing students | Number of applications, offers and new registrants over the last 8 years for the unit, including offer and acceptance rates, where appropriate. All offers are counted regardless of outcome (e.g., accepted, declined, etc.), unless otherwise stated. | Faculty and SGS Division, where possible | Admission extract (4BEG), ROSI | Last 8 academic years |
| <p>Good to know for “Applications, offers, registrations”</p> <ul style="list-style-type: none"> Footnotes explain which programs are included in each SGS Division. | | | | | |

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| Element | Overview | Description | Comparators | Data Source | Date Range |
|--|--|---|---|--|--|
| <i>B. Enrolments</i> | A history of the population of students in the unit/program to highlight increases/decreases in enrolment over the observed period | Annual fall enrolment statistics are provided, presented in tabular and graphic format. Enrolments are reported by degree, program. | SGS Division (and Faculty for unidisciplinary, multi-department Faculties – FASE, MED, OISE) where possible | Graduate Enrolment Cube (Planning & Budget) | Last 8 years (Fall enrolment counts) by FT/PT status |
| <i>C. Financial support for students</i> | A measure of student quality as indicated by students' ability to win external funding | Number and percentage of full-time students in a unit receiving external fellowships and scholarships are provided. Data are reported separately for research master's and doctoral levels. | Faculty and SGS Division | Graduate Student Income Cube (Planning & Budget) | Last 8 academic years |
| Good to know for "Financial support for students" <ul style="list-style-type: none"> This is not a measure of all financial support available to students; rather it captures external fellowships and scholarships only. Income Cube counts are based on enrolment at any point in the year and may differ from the Nov. 1 counts reported in the Enrolment section. | | | | | |
| <i>D. Time-to-completion</i> | Average length of time students are registered before graduation; allows analysis of changes over time | Mean time-to-completion data are provided for the unit's graduates over the last 8 years. Data reported separately by program, degree, FT/PT status. | Faculty (where relevant), SGS Division, U of T | Years to Graduate (4BEA), ROSI | Last 8 graduation years |
| Good to know for "Time-to-completion" <ul style="list-style-type: none"> Time-to-completion values are based on the number of sessions in which a student was registered before graduation, i.e. ot including leaves or lapses. | | | | | |
| <i>E. Student satisfaction</i> <i>i. Benchmark report</i> <i>ii. Full report</i> | Information about students' satisfaction with aspects of their program, department and/or the university | Results of Benchmark, General Assessment & Satisfaction Questions from the CGPSS (Canadian Graduate and Professional Student Survey). Unit's full report also provided. | U of T, U15, Ontario (benchmarks), Faculty, SGS Division, U of T (full report) | CGPSS data (School of Graduate Studies) | 2010, 2013, 2016 (benchmarks); 2016 (full report) |
| Good to know for "Student satisfaction" <ul style="list-style-type: none"> Data are provided for the department separately for doctoral stream and professional master's students. | | | | | |
| <i>F. Course evaluations</i> | | <i>Course evaluation reports will be available shortly.</i> | | <i>NEW: Course Evaluation Cube.</i> | |
| Good to know for "Course evaluations" <ul style="list-style-type: none"> <i>More information will be provided shortly.</i> | | | | | |