

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.**

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1. Faculty Quality Indicators

A. Funding Awards & Honours

Element	Overview	Description	Comparators	Data Source	Date Range
<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 head counts.	N/A	Academic Complements database (primary and budgetary appointments); HRIS (graduate faculty memberships).	Snapshot as of September 2016 (primary and budgetary appointments) January 2017 (graduate faculty memberships)
<p>Good to know for “Faculty complement”</p> <ul style="list-style-type: none"> • Faculty complement consists of appointed faculty with 20% or more appointment; Clinicians not paid directly by the university are excluded. • 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 uni-disciplinary, multi-department Faculties – FASE, MED, OISE)	Research Data cube (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 • The Research Cube classifies administering units into one of four department classes, which is based on the primary funding source for the department. The dept. class of an administering unit in the research cube may not be the same as the SGS division of the graduate unit (e.g. a graduate unit in the Life Sciences SGS division may be classified as being in the Physical Sciences dept. class in the cube if it receives most of its funding from NSERC). • 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 data cube. • 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. 					

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<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 eight academic years. Only includes CRC-eligible awards. Only includes tenure-stream faculty.	Faculty, SGS Division and U of T	Eligible: Fall Academic Database for 2005 to 2013 (P&B) Participating: Award holders derived from CRC-eligible grants datasets used to calculate notional allocations; Applicants to CRC-eligible programs queried on RIS (Office of VP, Research)	2007-08 to 2014-15 (academic year)
<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. Units in this situation can supply a list of faculty members over the 8-year period, and the participation rate could be calculated from this list 2016 data is preliminary based on internal records This section is limited to success rates for NSERC Discovery grants, SSHRC Insight Development Grants and SSHRC Insight grants. CIHR data is not available for this section. 					

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Element	Overview	Description	Comparators	Data Source	Data Range
<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 and 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. Units in this situation can supply a list of faculty members over the 8-year period, and the participation rate could be calculated from this list • 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>). 					

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B. Research & Scholarly Activity

Element	Overview	Description	Comparators	Data Source	Date Range
<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. • Data is not available at the department level for OISE, UTM or UTSC. 					
<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.) 					

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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.	None	Faculty of Arts & Science, UTM, UTSC: Admissions Cube All other Faculties: Faculty Registrar or ROSI	Faculty of Arts & Science, UTM, UTSC: 5-year trend 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. A 5 year trend of applications, offers and registrations for the relevant campus as a whole is provided. 					
<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	Faculty of Arts & Science, UTM, UTSC: Program Enrolment Cube All other Faculties: 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. 					

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Element	Overview	Description	Comparators	Data Source	Data Range
<i>C. Grade-level for admission</i> Faculty of Arts & Science, UTM, UTSC only: 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)
Good to know for “Annual New Student Subject POST Enrolment” <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). 					
D. Grade-level for admission Faculty of Arts & Science, UTM, UTSC: ii. Annual New Subject POST Enrolment and Mean Entering Average of New Enrolments All other Faculties: Annual New Registrations and Mean Entering Averages	A measure of the academic quality of students entering the program directly from high school (or previous university study in the case of 2nd-entry programs).	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 of Arts & Science, UTM, UTSC: Program Enrolment Cube; Enrolment Services Entering Averages database All other Faculties: 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). 					

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Element	Overview	Description	Comparators	Data Source	Data Range
<i>E. 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	Faculty of Arts & Science, UTM, UTSC: Program Enrolment at Graduation Cube. All other Faculties: ROSI query or Faculty Registrar or Unit.	Last 8 academic years (wherever possible)
<p>Good to know for "Final-year academic achievement"</p> <ul style="list-style-type: none"> Also includes count of students completing the program or subject POST 					
<i>F. 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)
<p>Good to know for "Student Satisfaction"</p> <ul style="list-style-type: none"> Responses are provided for "senior" students only (4th-year undergraduate students in first-entry programs) Most 2nd-entry programs do not participate in this survey. Results are provided when available. 					
Element	Overview	Description	Comparators	Data Source	Data Range
<i>G. Course evaluations</i>	Information about students' perceptions of the extent to which the institutional core teaching and learning priorities were part of their overall learning experiences within their courses.	Mean responses and distributions to the 6 core questions of the course evaluation.	Division	Course Evaluation Cube (Centre for Teaching Support and Innovation)	There will eventually be a 5 year time series, beginning with the 2015-16 academic year.
<p>Good to know for "Course evaluations"</p> <ul style="list-style-type: none"> Not all faculties are participating in online course evaluations. Results are available at the unit level. Sub-groups (i.e., results by program) are not available. 					

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3. Graduation and Employment Quality Indicators

Element	Overview	Description	Comparators	Data Source	Date Range
<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 Advanced Education and Skills Development)	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, because the cohort groupings are based on specialist/major code of new full-time first-year students. Because students in most arts and science undergraduate programs have not declared a major in first year, they are classified as "Other Arts and Science." Data is available for students enrolled in Commerce, Computer Science, and some UTM/Sheridan joint programs. • Graduation rates for the 2005 and 2006 cohorts by campus are provided separately below the main table (Data source: GICR using MAESD methodology) • An additional tab of Ontario comparator program information is provided when program-specific data are available (e.g., Nursing, Engineering) • This data is only available for undergraduate programs. 					
<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 Advanced Education and Skills Development)	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, because the cohort groupings are based on specialist/major code of new full-time first-year students. Because students in most arts and science undergraduate programs have not declared a major in first year, they are classified as "Other Arts and Science." Data is available for students enrolled in Commerce, Computer Science, and some UTM/Sheridan joint programs. • An additional tab of Ontario comparator program information is provided when program-specific data are available (e.g. Nursing, Engineering) • This data is only available for undergraduate programs. 					

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4. Graduate 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.	Faculty and SGS Division, where possible	Admission extract (4BEG), ROSI	Last 8 academic years
Good to know for “Applications, offers, registrations” <ul style="list-style-type: none"> Footnotes explain which programs are included in each SGS Division. 					
<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 uni-disciplinary, 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	Student Accounts 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. Student Accounts 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. 					

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Element	Overview	Description	Comparators	Data Source	Data Range
<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., does not include 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 by degree type (e.g. professional master's, doctoral stream master's, doctorate) Only degree-seeking students are included. Special students, diploma students, and students from self-funded programs (e.g. EMBA) are excluded. 					
<i>F. Course evaluations</i>	Information about students' perceptions of the extent to which the institutional core teaching and learning priorities were part of their overall learning experiences within their courses.	Mean responses and distributions to the 6 core questions of the course evaluation.	Division	<i>NEW: Course Evaluation Cube (Centre for Teaching Support and Innovation)</i>	There will eventually be a 5-year time series, beginning with the 2015-16 academic year.
Good to know for "Course evaluations" <ul style="list-style-type: none"> Not all faculties are participating in on-line course evaluations. Results are available at the unit level. Sub-groups (i.e., results by program) are not available. 					