

SHEEO Information Request

**Does your state/SHEEO agency require institutions to report unit cost data (unit cost is defined as per credit hour cost)?
July 26, 2013**

SHEEO Query sent to SHEEO Finance Officers:

Your colleague in Tennessee asks that you respond by August 1.

- 1.) Does your state/SHEEO agency require institutions to report unit cost data (unit cost is defined as per credit hour cost)?
 - a. If yes, what are the definitions utilized for indirect and direct costs in the unit cost calculation.
 - b. If yes, are the unit costs reported by the program or academic level (undergrad, grad, professional)?
 - c. If yes, is unit cost used in the annual budget process? If so, how?

| State | Response |
|--------------|--|
| Alabama | Alabama does not require institutions to report unit cost data. This is, however, something we have discussed so I would be interested in seeing the results of your survey. |
| Colorado | <p>No, Colorado public institutions are not required to report at the unit cost level of per credit hour. They report actual expenses through annual reporting of budget data at the student FTE level, so 30 credit hours per student FTE for semester schools and 45 credit hours per student FTE at quarter schools. Data is reported only for Education and General Expenses.</p> <ol style="list-style-type: none"> a. If yes, what are the definitions utilized for indirect and direct costs in the unit cost calculation. <p align="center">N/A</p> <ol style="list-style-type: none"> b. If yes, are the unit costs reported by the program or academic level (undergrad, grad, professional)? <p align="center">N/A</p> <ol style="list-style-type: none"> c. If yes, is unit cost used in the annual budget process? If so, how? <p align="center">Such information is only reported and used at the student FTE level in the annual budget process</p> |
| Connecticut | Connecticut does not require this, but we are currently supporting the costs of our 4-year institutions to participate in the Delaware Study of Instructional Costs and Productivity. We are planning to pilot the Kansas Study for community colleges (it now uses a new name) when analytical resources become available. |
| Georgia | Georgia's response is no. |
| Idaho | <p>Idaho doesn't require a cost per credit hour calculation, but we do have one to use as needed.</p> <ol style="list-style-type: none"> A. We take the undergraduate Instruction costs from the Cost of College report. The Cost of College is a format created by the National Association of College and University Business Officers (NACUBO). We divide that by the remedial, lower and upper division credit hours from the EWA reports. We can weight them if we want to. We also include PTE credit hours. B. We only use the undergraduate level credit hours, remediation and PTE. C. We do not use this information in the budget process. |
| Iowa | No, the legislature does not require the public universities to report on a per credit hour basis. |
| Maryland | The Maryland Higher Education Commission (Maryland's state SHEEO agency) does not require institutions to report unit cost data. |
| Montana | Montana does not require institutions to report per credit hour unit cost data. |

| | |
|--------------|---|
| | |
| Nebraska | Nebraska does not require the reporting of unit cost data. |
| North Dakota | No for North Dakota. |
| Pennsylvania | <p>Pennsylvania does not require us to report unit cost data. However, we (the Pennsylvania Stat System of Higher Education or PASSHE) have used instructional cost per credit hour as a reporting element for years and currently require all universities to participate in the Delaware Study for instructional productivity. So currently we use their definitions. Either way, our focus has been on direct instructional costs, which roughly aligns with the NACUBO functional definition for Instruction. Up until about 3 years ago, we used the Common Cost Accounting Report, created in the '70's. This calculated costs by bother student level and course level. I believe the Delaware study focuses only on course level.</p> <p>This information is not used in the budget pro less per se, but has been used in our allocation formula to distribute the base state appropriation to the universities and performance funding.</p> <p>If you have any questions, please don't hesitate to contact me (717-720-4122) sometime after this week. If you create a summary of responses, I'd be interested in receiving a copy.</p> |
| South Dakota | SD BOR does not require any unit cost data. |
| Utah | <p>Q1: Does your state/SHEEO agency require institutions to report unit cost data (unit cost is defined as per credit hour cost)? A1: Yes, we require annual submission of previous fiscal year data towards the end of November. Costs are presented per annualized FTE rather than credit hour, which is thirty undergraduate credit hours per FTE, and twenty graduate credit hours per FTE. The Utah System of Higher Education (USHE) has been collecting this data for several decades.</p> <p>Q2: If yes, what are the definitions utilized for indirect and direct costs in the unit cost calculation? A2: Direct costs are those that can be identified or assigned specifically to an instructional activity, such as salaries, wages, benefits, travel, current expense. Indirect costs (overhead) are those not classified as direct, such as administrative, support staff, office supplies, and facilities.</p> <p>Q3: If yes, are the unit costs reported by the program or academic level (undergrad, grad, professional)? A3: Both. Costs are broken down by classification of Instructional Programs (CIP) discipline cluster AND level of instruction i.e. vocational, lower division, upper division, basic graduate, and advanced graduate.</p> <p>Q4: If yes, is unit cost used in the annual budget process? If so, how? A4: The information is published in the annual USHE Data book, which is distributed to state leadership and posted on our website. It is also used in enrollment growth funding formula and equity models, which may impact appropriated funding during the Legislative process.</p> <p>Databook: http://higheredutah.org/wp-content/uploads/2013/05/rd-2013_databook_tabl.pdf Cost Study form: http://higheredutah.org/budget-finance/budget-officer-forms/</p> |
| Washington | No, Washington does not. |
| Wisconsin | Wisconsin does not do this type of reporting. |
| Wyoming | The Wyoming Community College Commission does not require data relating to unit costs from our member colleges. |