

CAPITAL PLANNING, DESIGN AND CONSTRUCTION

INSTRUCTIONS FOR COMPLETING FORM CPDC 2-2 ENROLLMENT DISTRIBUTION BY LEVEL AND CATEGORY OF INSTRUCTION

CPDC form 2-2 follows the 2-1 in sequence, as the information from the 2-1 is necessary for completing the 2-2. The total FTE reported on the 2-1 for a Fall term should match the total FTE on the 2-2 for the corresponding fall term. For example, the total FTE for Fall 2021 on the 2-1 should match the total FTE for Fall 2021 on the 2-2.

The following instructions refer to the headings on CPDC form 2-2.

Discipline/HEGIS: For purposes of a COBCP submittal, include one CPDC 2-2 form for each discipline/HEGIS included in or affected by the proposed project.

Level of Instruction: Lower division, upper division, and graduate. These are determined by class level as reported in the APDB.

Fall (Historical): The two historical years included in this report should be the academic years immediately preceding the current (most recent) fall enrollment data.

Fall (Current): The most recent fall data available.

Occupancy Year: Defined as the year construction is complete, or three years after the initial funding of a project. For example, for project funding anticipated in 2023/24, the occupancy year will be 2026/27.

Target Year: Defined as two years after occupancy of a project. For example, for project occupancy anticipated in 2023/24, the target year is 2028/29.

Lecture: Courses taught (or projected to be taught) in lecture mode, as reported in APDB. These are courses in which a student earns 1 credit for one contact hour.

Activity Lecture: Courses taught (or projected to be taught) in activity lecture mode, as reported in APDB. These are courses in which a student earns 1 credit for 2 contact hours.

Activity Lab: Courses taught (or projected to be taught) in activity lecture mode, as reported in APDB. These are courses in which a student earns 1 credit for 2 contact hours.

Lab: Courses taught (or projected to be taught) in laboratory mode, as reported in the APDB. These are courses in which a student earns 1 credit for 3 contact hours.

Other: Courses taught that do not fit the other five categories of instructional modes, such as independent study, clinical practice, and practice teaching.

Other Distance Learning: Courses where students participate in an on-campus course from an off-campus location.