

PROGRAM REVIEW WORKSHOP – DATA PULL OVERVIEW / REFERENCE SHEET

Navigation Through the IR Website

- 1) Start on the IR Program Planning Data Site (as described in the Program Review Template document):
<http://ir.calstatela.edu/ir/Data/COLL.html>

Or from the IR homepage (<http://www.calstatela.edu/institutionalresearch>), select the “Program Planning Data Site” from the middle of the page

- 2) Select “Department Trend Data” from the top section (Or go to this page directly, if you prefer:
http://ir.calstatela.edu/ir/Data/DEPT_Req.html#ART)

Note: You’ll want to explore other data accessible from this main/menu page of the Program Planning Data Site (see Other Data Resources on p.3, below)

- 3) Select your Department from the left-side menu, and confirm the top of the page under the heading updates to your department, as shown below (Sociology):

Institutional Research: Interactive Reports
Department of Sociology

By Program By Degree **Department Total** Generate Report

Department Total
 Department Total

Choose Your Term: Spring 2016

Choose Your Report:

- Enrollment Headcount by Gender & Ethnicity
- Enrollment Headcounts by Option/Subplan
- Degree Granted by Gender & Ethnicity (backward 8 terms)
- Degree Granted by Option (backward 8 terms)
- 1-6 Year 1st Time Full Time Freshmen Retention and Graduation
- 1-6 Year First Time Graduates Retention and Graduation
- Applicants by Major/Option
- Enrollment Headcounts History by Student Level
- Enrollment Headcount by Major, Student Level & Ethnicity
- Degree Granted by Degree Type & Ethnicity (backward 8 terms)
- First Time Freshmen/Transfer (including Full Time) by Gender & Ethnicity
- 1-6 Year 1st Time Transfers Retention and Graduation
- Applicants by Gender & Ethnicity
- Applicants by Academic Level

Program Review: (Direction: Click on the "Department Total" tab, then choose a Term, then choose one of these choices)

- FTES - FTEF - SFR (Source: APDB)
- Enrollment & Degrees by Gender & Ethnicity
- Gender Ratios

General Options:

- “Choose Your Term” drop-down menu
- 3 Tabs with different levels of data: Department Total, By Degree, By Program
 - Most of the data you’ll pull can be accessed via “Department Total”
 - The “By Degree” & “By Program” tabs provide the data separated by Undergrad and Grad degrees and programs
- Each internal data page includes the option to Download in Excel or CSV file format

DATA PULL from IR Program Planning Data Site – Department Trend Data for Program Review Template, Section 2.0 Program Data (2.1 Enrollment Data & Appendices B, C, D)

1) Program Review Section

- Provides Comparison Data: Department, College and the University
- 5-year term history starting with the term you select on the main page (e.g., select Fall 2015 and you get Fall 15, 14, 13, 12, and 11)
- Breakout by Undergraduate and Graduate (most options, see below)

A) Gender Ratios - *Enrollment / Students in the Major, Appendix B*

B) Enrollment & Degrees by Gender & Ethnicity – *Enrollment / Students in the Major and Degrees, Appendix B*

- Breakout by Undergrad and Grad forthcoming – see other options below for alternative sources for this breakout

C) FTES-FTEF-SFR – *Faculty Utilization, Appendix D*

- Lower Division / Upper Division breakout, as well as overall Undergrad / Grad

2) Other Reports: Enrollment / Students in the Major (*Appendix B*)

A) Enrollment Headcount by Gender & Ethnicity

- Comprehensive overview of enrollment
- Breakout by Student Level and Gender & Ethnicity, includes Undergrad/Grad Summary
- Single term only (select on main page)

B) Enrollment Headcounts History by Student Level

- 5-year term history, starting with the term you select (e.g., select Fall 2015 and you get Fall 15, 14, 13, 12, and 11)
- Student Level breakout: 1st Time Freshman, 1st Time Transfer, 1st Time PostBacc, Continuing Undergrad, Continuing Postbac, New Grad, Continuing Grad, Total

C) Enrollment Headcount by Major, Student Level & Ethnicity

- Single term only (select on main page)
- Breakout by Major, Student Level and Ethnicity

D) First Time Freshmen/Transfer (including Full Time) by Gender & Ethnicity

- Single term only (select on main page)
- Breakout by 1st Time Freshman/Transfer, All/Full-Time only and Ethnicity

3) Other Reports: Graduation and Persistence Rates (*Appendix C*)

Three Reports Available: 1-6 Year Retention and Graduation for each of the following:

- 1st Time full Time Freshmen
- 1st Time Transfers
- 1st Time Graduate Students

* For these reports, “choosing Your Term” on the main page is choosing a COHORT. Be sure to select a cohort that has had enough time to reach 6-year graduation (e.g. Fall 2009; Fall 2010 cohort 6-year data not yet available)

4) Other Reports: Degrees (*Appendix B, C*)

- 8-term history, backward from the term you select on the main page (includes Summer and Winter terms)
- Some of these reports offer aggregate options on the internal report page

Three Reports Available:

- Degree Granted by Gender & Ethnicity
- Degree Granted by Degree Type & Ethnicity
- Degree Granted by Option (Major and Option)

OTHER DATA RESOURCES ON THE IR WEBSITE USEFUL FOR PROGRAM REVIEW

These sections provide data with different levels of detail and options by which you can select and pull the data, so you may find it provides you with more robust data to inform your Program Review process.

1) From the IR Program Planning Data Site (<http://ir.calstatela.edu/ir/Data/COLL.html>):

ENROLLMENT & DEMOGRAPHIC DATA

- A) University Trend Data – Aggregated data for the entire University, some tables broken out by College (FTES-FTEF-SFR). Provides University comparison and benchmark data.
- B) College Trend Data – Aggregated data by College, some tables broken out by Department (FTES-FTEF-SFR). Provides College comparison and benchmark data.
- C) Daily Average Unit Load Report – Daily students’ average unit load by student level and total enrollment. Comparison data can be pulled at the University level (College comparisons), College level (Department comparisons), or the Department level (major comparisons).

ADMISSION DATA

- D) Admission Tracking – Headcount, denied, and plan sorted by student level, major, ethnicity, College, and Department, provides totals and percentages

COURSE DATA

- E) Course Planning & Historical Course Data – Course enrollment by sections, total headcount and FTES, average headcount and FTES. Can pull data by Academic Year (summary data) or individual term (detailed report), and can choose up to five AYs or Terms.
 - F) Daily Bottleneck Course Analysis – Course availability broken out by General Education and “Rush hour” GE courses, course demand (based on College Scheduler results), open/closed sections, average class size.
 - G) Year to Year Schedule Comparison – Course planning data can be pulled by all University, College, Department as well as by course component (lecture, lab, supervision, etc.), course level and GE category.
 - H) Course List Search – University Catalog search by Department, subject, course description and active/inactive status. Provides Quarter and Semester courses/equivalencies.
- 2) From the IR homepage (<http://www.calstatela.edu/institutionalresearch>), select the “IR Dashboards”

from the middle of the page

- Detailed data visualization with multiple options for selecting parameters of interest
 - Mostly University level data with demographic parameters to choose
 - Trend data visualized for easier interpretation
 - Comparison data with parameter selected by the user
- A) Graduation Initiative 2025 – Graduation rates for first-time freshmen and transfers with targets and data breakout and comparisons available on several parameters, including by College
- B) Degrees – Mostly University level data showing Time-to-Degree and workload, as well as the numbers of students who graduated in 4 and 6 years in select majors
- C) CSU Peer Comparison Data – University level graduation data for freshmen and transfers with comparisons by campus and starting cohort year

Dashboards in development/Coming soon

- Enrollment
- Admission
- Retention and Graduation
- Grade Distribution
- Daily Enrollment Report