

WEBER STATE DATA HOW-TOS:

REPORT GALLERY: PROGRAM REVIEW UNDERGRADUATE DASHBOARD

SUMMARY

This dashboard primarily focuses on the 5 to 7-year program review process, but its data can also aid in biennial assessment reporting and strategic planning reports.

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TAB 1: MAJOR DEMOGRAPHICS

The **Major Demographics** tab provides two perspectives on major counts: the **‘official’ fall third week counts** (these are reported to both USHE (Utah System of Higher Education) and IPEDS (Integrated Postsecondary Education Data System)) and **counts of students in a program** at any time during the academic year.

Program Review Unit ALL	Race/Ethnicity (All)	Rollup Level Program	Measure Names Program College University
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WHAT IS THE DIFFERENCE?

- The **Students by Academic Year** count includes every student who was declared in the program at any time during the semester. A student could declare the major in the fall and move to something else in the spring, and be included in this count. These numbers tend to be more inflated.
- The **fall third week count** is a literal snapshot of students declared and active in their major on the third Friday of fall term at 5:00 pm. A student declaring the major on the next day will not be included. As a result, these counts are conservative but consistent between departments and colleges.

OTHER OPTIONS ON THIS TAB:

- Ethnicity breakdown of students – users can filter via the **Race/Ethnicity** dropdown filter
- Comparison of major counts to the college or to the university – selected using the **Rollup Level** dropdown filter
- Gender breakdown of students – users can select between the two types of counts using the **Demographic Switch** dropdown filter
- The **More Filters** allows users to filter on Program Priority

TYPICAL QUESTIONS THAT CAN BE ANSWERED USING THE MAJOR DEMOGRAPHICS TAB:

- How are the major counts in my program trending over the last seven years?
- Is my program seeing a growth in Hispanic students lately?
- How does the trend in majors compare between white students and non-white students 11?

TAB 2: COURSE ENROLLMENT

The **Course Enrollment** tab provides detailed counts on courses taught in the program and gives the end-user insight into where SCH (Student Credit Hours)/FTE (Full-Time Equivalent) are generated and from what students. Depending on the questions being asked, the critical filter, for this tab, is the "View By" filter that will be discussed below.

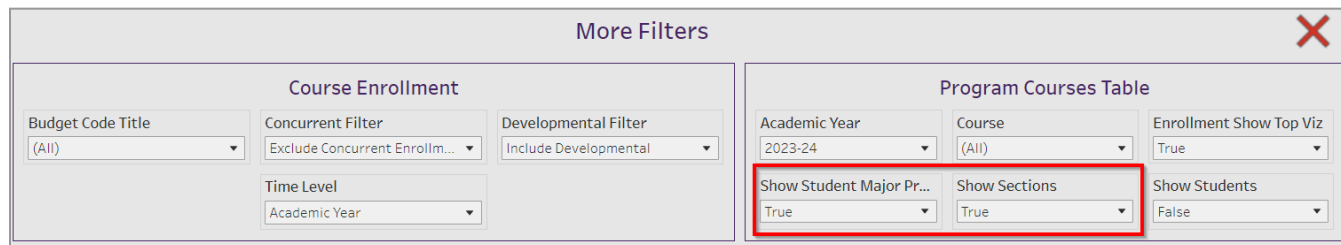
Course Program Review Unit	Student Major Program Review Unit	Race/Ethnicity	View By	Data Switch
Microbiology	ALL	(All)	SCH	Active

REVIEW UNIT SELECTIONS:

- The traditional view is selected by choosing a specific program in the **Course Review Program Unit** dropdown filter, and **ALL** in the **Student Program Review Unit** dropdown filter. This selection shows all SCH generation for the program and can be viewed as (via **View By** dropdown): **FTE**, **SCH**, **Headcount** (unique count of students taking courses in the program during the academic year), **Enrollments** (the total course enrollments for the program during the academic year), or **Section** count.
- Users have the option to **Include Concurrent Enrollment**, **Exclude Concurrent Enrollment**, or see **(Show) Only Concurrent Enrollment** via the **More Filters** section.
- Enrollments can be viewed by ethnicity via the **Race/Ethnicity** dropdown filter.
- The **Data Switch** dropdown filter allows the user to toggle between the end of the third week counts (**USHE 3rd Week**) and the actual, current counts of students (so will not include students with a withdrawal after third week) (**Active**).
- Graphs on the lower half of the **Course Enrollment** tab show the breakdown of counts by **General Education** (non program students), by major/program students in GenEd designated courses (**In-Program General Education**), by students declared in the program (**In-Program**) and **Other** (which is often students in other majors taking courses required in the program or taking courses as electives). These graphs are only present when **SCH** or **FTE** are selected in the **View By** dropdown filter.

Program Courses Table

Within the **More Filters** section, you can choose the **Academic Year**, **Individual Course(s)**, as well as add additional data insights to the downloadable file in the **Program Courses Table** section via the **Show Student Major Program**, and **Show Section** filters by toggling them to **True**.



The screenshot shows a 'More Filters' panel with two main sections: 'Course Enrollment' and 'Program Courses Table'. The 'Program Courses Table' section contains several dropdown menus. The 'Show Student Major Pr...' and 'Show Sections' dropdowns are highlighted with a red box, and both are set to 'True'. Other filters include 'Academic Year' (2023-24), 'Course' ((All)), 'Enrollment Show Top Viz' (True), and 'Show Students' (False).

TYPICAL QUESTIONS THAT CAN BE ANSWERED USING THE COURSE ENROLLMENT TAB:

- What is my program's total SCH/FTE generation over the past seven years?
- What percentage of SCH/FTE generation by my program supports General Education?
- How many Chemistry SCH are being generated by students declared as Environmental Science majors?
- What is the total SCH generation of students declared in my program?

TAB 3: PIPELINE

The **Pipeline** tab allows program faculty to get a better understanding of where their students are coming from when they declare majors or where they are going when they change majors.

Program Review Unit	Change Group	Academic Year	Include GS & NDS
Microbiology	Detailed	2015 ————— 2023	True

FILTER OPTIONS:

- Program of focus (**Program Review Unit**)
- Grouping (**Change Group**) – either **Group(ed)** (aggregated at Incoming, Continuing, and Outgoing) or **Detailed** (breaks down *incoming students* by **First Term**, General Studies (**GS**) or Non-Degree Seeking (**NDS**), **Program Change**; *outgoing students* by graduation (**Grad**), **Program Change**, or **Not Enrolled** (stop out, in this case))
- **Academic Year** – allows the user to change the range of years to include in the counts
- **Include GS & NDS** – allows user to include General Studies majors and Non-Degree Seeking students
- Within the **More Filters**, you can aggregate **Incoming Concurrent** enrollment students, as well as include/exclude changes within the same academic year and change the **Program Change Display**.

TYPICAL QUESTIONS THAT CAN BE ANSWERED USING THE PIPELINE TAB:

- How many students have we lost to other programs in the past five years?
- Which programs appear to be popular transfers for our outgoing students?
- Of the students who left our program in the last five years, how many have not graduated and are likely stop outs?
- From what programs do we tend to get new students to our program?
- In the past year, how many General Studies students have moved to our program?

TAB 4: GRADUATION

The **Graduation** tab shows undergraduate awards earned in any given academic year. Credentials include undergraduate certificates, associate degrees, and bachelor's degrees. Note: A master's degree generated in the visualization is an indicator of miscoding in Banner.

Program Review Unit Microbiology	Race/Ethnicity (All)	Program Priority 1	Degree Category Baccalaureate Degree
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FILTER/SECTION OPTIONS:

- **Program Review Unit** – program of focus
- **Race/Ethnicity** – allows further drill down by race/ethnicity
- **Degree Category** – see one award-type or multiple
- **Program Priority** – **Program Priority - ALL** is the default selection. The option to select priority 1 is available.

Graduation Demographics - Gender Section – see the gender distribution of the graduates from a program

Graduation - Median Hours to Degree Section - see the median or average hours to complete a degree type to access efficiency to degree completion.

TYPICAL QUESTIONS THAT CAN BE ANSWERED USING THE GRADUATION TAB:

- What is the gender breakdown of graduates?
- Use the **Major Demographics** tab to determine if that breakdown is reflective of the gender makeup of students in the program.
- What is the race/ethnicity breakdown of graduates?
- Given the number of majors in the program, are the number of graduates commensurate?

TAB 5: TIME TO GRAD

The **Time To Grad** tab allows programs to see what happens to students once they hit the 45-credit hour mark (associate degree) or 90-credit hour (~75%) mark (bachelor's degree). Upon attaining 45 or 90-credit hours, a student is placed in their appropriate cohort (graduation) the following term/semester. Cohort placement is based on the next enrolled term for that student, but the cohorts are aggregated at the academic year.

Program Review Unit Microbiology	Race/Ethnicity (All)	Time To Grad 90 Credit Hours To Baccalaureate
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COHORT PLACEMENT EXAMPLES:

- A student reaches 92 credit hours after passing 12 credits in the spring term of 2022. That student becomes a member of the 2022-23 cohort.
- A student reaches 90 credit hours after passing 3 credits in the summer term of 2022. That student also becomes a member of the 2022-23 cohort.
- A student reaches 105 credits after passing 16 credits in the fall term of 2022. That student is also included in the 2022-23 cohort.

FILTER OPTIONS:

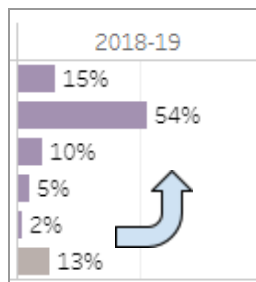
- **Race/Ethnicity** – filtering based on race/ethnicity demographics. Total counts based on selected race/ethnicity are generated in the data table below the horizontal bar graphs.
- **More Filters > Program Priority** – the user can select multiple program priorities to include in the dashboard. Selecting priorities 1, 2, and 3 should generate the majority of a program's first and second major students.

The topmost table with the horizontal bar graph illustrates the percentage of a given cohort that achieves a degree within one (1) year (or less), two (2) years, three (3) years, over three (3) years – or graduates in this or another program.

AY Student Reached 90 Credit Hours To Baccalaureate					
	2017-18	2018-19	2019-20	2020-21	2021-22
Within 1 Year	1%	4%	1%	4%	3%
Within 2 Years	29%	35%	35%	36%	28%
Within 3 Years	23%	17%	25%	24%	6%
Over 3 Years	14%	13%	10%	1%	
Grad Other PRU	3%	5%	5%	3%	1%
Not Graduated	30%	25%	24%	32%	62%

The lower data table provides additional detail along with comparisons to the college cohort and the university cohort. The different categories within which a student may be categorized are as follows:

- **Within 1 Year, Within 2 Years, Within 3 Years, Over 3 Years** – students who graduate from the program fall into one of the four categories.
- **Grad Other PRU** – students who graduate in a different program unit than the one in which they were declared when they earned 90 credits.
- **Not Graduated - Active** – students are still declared in the program and are taking classes.
- **Not Graduated - Inactive** – students are still declared in the program, but are not taking classes.
- **Not Graduated - Other PRU** – students have not graduated and have moved to a new program review unit (changed their major).



A student remains within their cohort (academic year) but has the potential to progress vertically in the data over time as they earn more credits. For example, if a student is in the **Not Graduated - Active** row, they could then move up into the **Grad Other PRU** (Graduated in Other Program Review Unit) row in the following semesters.

TYPICAL QUESTIONS THAT CAN BE ANSWERED USING THE TIME TO GRAD TAB:

- What percentage of each cohort graduate within two years?
- What percentage of each cohort never graduate?
- Are my Hispanic students graduating in a similar time frame compared with my white students?

TAB 6: PIPELINE DETAILS

The **Pipeline Details** tab allows for further exploration of pipeline data at the student level over the past 20 academic years. This tab can provide data at the individual student level and on incoming and outgoing students at the program level.

Program Review Unit	Adder / Remover Set	Details Set	Academic Year	Include GS & NDS	Function
Microbiology	(All)	(All)	2006 ————— 2024	True	<input checked="" type="radio"/> Adder <input type="radio"/> Remover

FILTER OPTIONS:

- **Program Review Unit** – program of focus
- **Adder/Remover Set** – allows the user to “reset” the view after highlighting a row or multiple rows of data to see the **Set Details** section at the bottom of the tab.
- **Details Set** – allows the user to “reset” the view after highlighting a set of columns
- **Academic Year** – Slider allows you to adjust the academic years
- **Include GS & NDS** – allows user to include General Studies majors and Non-Degree Seeking students
- **Function** – user can toggle to **Remove** to exclude entire columns of data

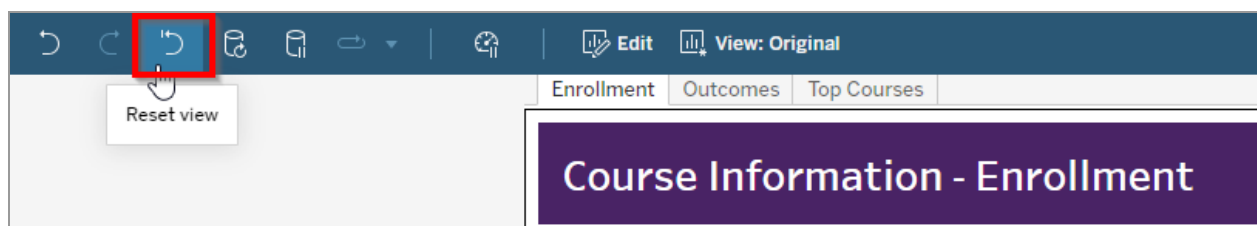
DATA TABLE SECTION: (PRU) Set Details

The **Set Details** data table section generates a detailed, granular view based on the selected data in the **Set Adder** data table section. For example, if you select an individual academic year or section of the data in the **Set Adder** section; the **Set Details** section will display a detailed view of those selected students and provide data on where they are going in terms of incoming declarations, continuing in the program, graduating, or not enrolling.

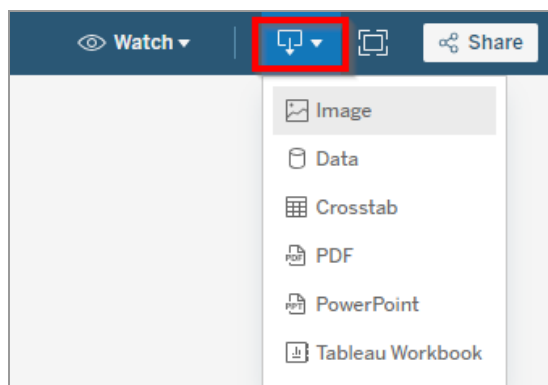
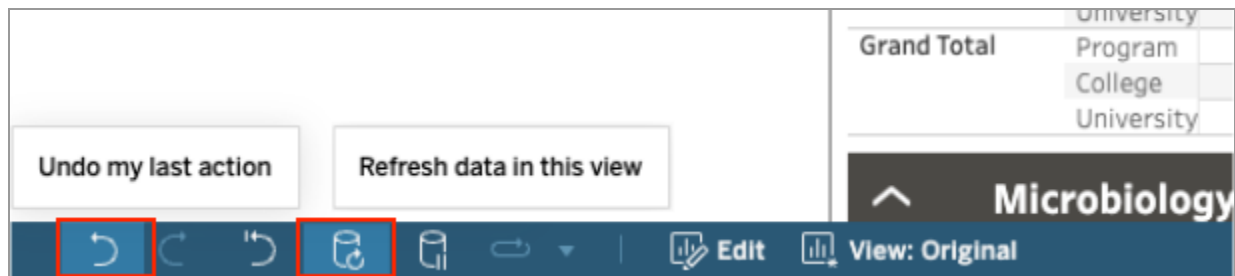
For further assistance please reach out to the Institutional Effectiveness (oi@weber.edu) or the Office of Student Success Analytics (ossa@weber.edu).

HELPFUL TIPS!

- This dashboard has a lot of filtering options and if you'd like additional training or information please email the Weber State Data Teams at ossa@weber.edu
- With so many features, it's easy to feel overwhelmed, but you can always reset your filters with the **Reset** icon located on the left side of Tableau's blue ribbon toolbar. The blue ribbon toolbar is located at the top or bottom of your browser window based on your Tableau access permissions.

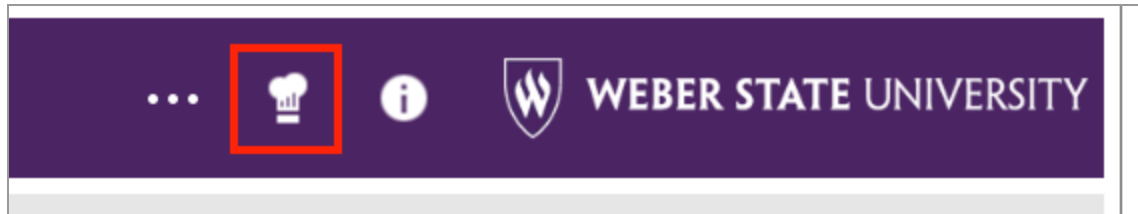


- Other helpful Tableau toolbar actions include:
 - **Undo my last action**
 - **Refresh data in this view**

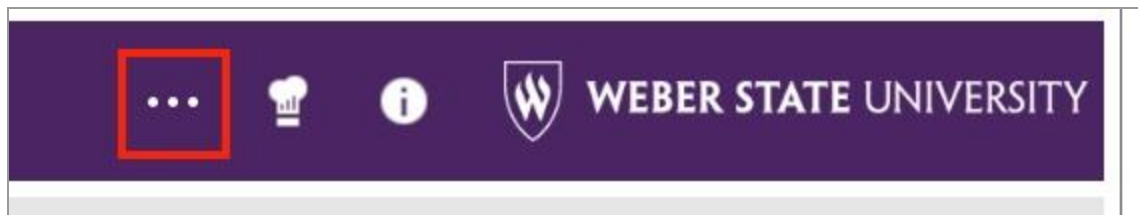


- Export the data into an Excel spreadsheet or download the current view as a PDF via Tableau's **Download** icon

- Need definitions for the filtering metrics? Check out the [Data Cookbook](#) via the **chef's hat icon** in the dashboard's purple header. There you will find most, if not all, the definitions to the verbiage used in these dashboards.



- Need more context on the dashboard tab that you're viewing? The **ellipses icon** is Weber State Data's **More Information** pop-up, where contextual notes are included.



- Want more training resources? Click on the **"i" icon** to be linked to the Weber State Data Training webpage.



Extra Resources:

- [Quick overview of the dashboard](#) (10 min)
- [Full Webinar Training Video](#) (45 min)