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#### **HOW-TO GUIDE - RESTRICTED USE POWER BI DASHBOARDS**

The images included in this overview are provided for the purpose of showing how to use the dashboards. The user should not utilize any information presented in these snapshots and should instead visit the dashboards directly.

### How-to reset the page:

A: Click reset the "Reset to default" left pointing circular arrow at the top, right of the screen. This will clear all filters.

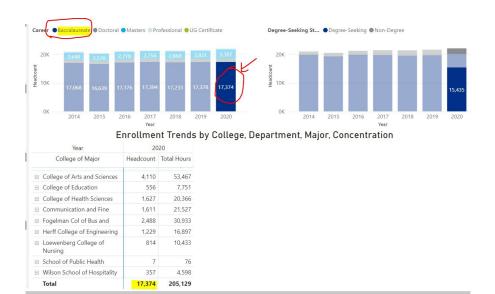




### How-to restore an interactively filtered visualization

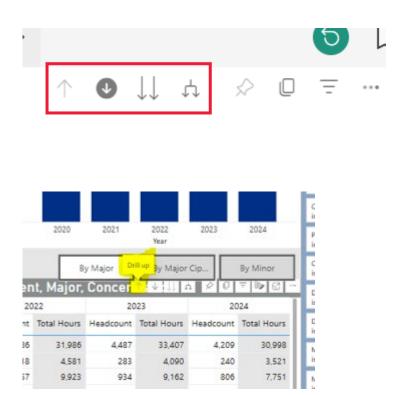
Some visualizations are designed to interact dynamically with data elements on the same page. For example, clicking on the Baccalaureate section of the bar graph for 2020 in the Census Enrollment Dashboard will filter or subset the headcount and total hours metrics and other data elements displayed on the page to exclusively for Baccalaureate students in enrolled in 2020. To return to the default, click the image again to 'deselect' the filter or double-click elsewhere.

Example filtered page after clicking the bar graph:



### How-to drill or expand:

Hover your curser at the top right of the page, table, chart, or graph. Icons will appear drill-down, drill-up, and expand features for visuals.



1. From the category level, where the chart shows Rural and Urban, select the drill-down icon to turn it on.

Now you have the option of drilling down **one field at a time** by selecting a visual element, like a bar, bubble, or leaf.



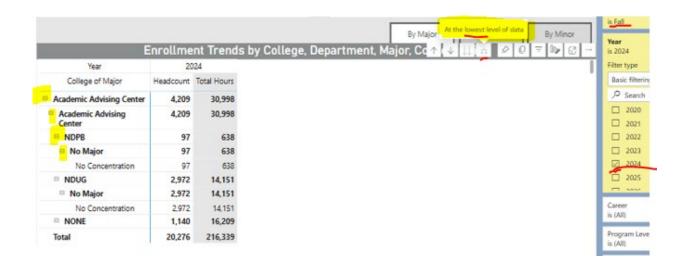


#### Expand all down one level in the hierarchy:

-	moume	nt Irena	is by Loi	ilege, De	partmen	it, Major,	Concer	TIVILL	4 20	<b>=</b> (0) €
Year	20	2020 2021		21	2022		2023		20	024
College of Major	Headcount	Total Hours								
Academic Advising Center	3,542	29,361	3,720	30,968	4,086	31,986	4,487	33,407	4,209	30,998
<ul> <li>Academic Advising Center</li> </ul>	3,542	29,361	3,720	30,968	4,086	31,986	4,487	33,407	4,209	30,99
CCH School of Law	362	5,276	347	4,935	318	4,581	283	4,090	240	3,52
CCH School of Law	362	5,276	347	4,935	318	4,581	283	4,090	240	3,52
Coll of Prof & Liberal Studies	1,359	12,984	1,162	10,734	1,057	9,923	934	9,162	806	7,75
Coll of Prof & Liberal Studies	1,359	12,984	1,162	10,734	1,057	9,923	934	9,162	806	7,75
College of Arts and Sciences	5,084	60,706	4,948	58,494	4,989	58,177	5,192	60,931	4,962	58,37
Total	22,205	240,411	21,622	229,604	21,917	231,159	21,736	231,192	20,276	216,33

Click the

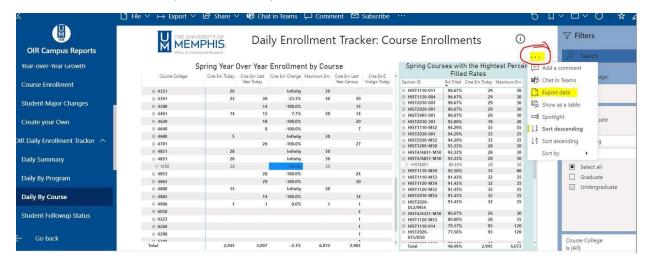
again to expand to the lowest level of data in the hierarchy



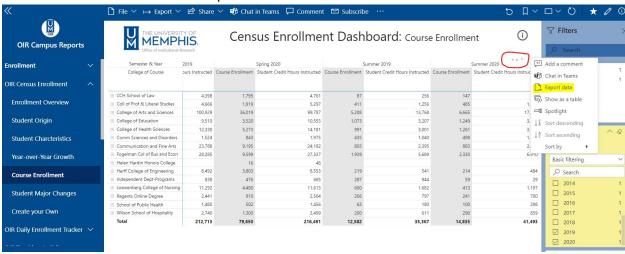
Power BI provides additional documentation here: <a href="https://learn.microsoft.com/en-us/power-bi/consumer/end-user-drill">https://learn.microsoft.com/en-us/power-bi/consumer/end-user-drill</a>

### How-to export the data:

After expanding the individual visualization to show the preferred level of data, hover your curser at the top right of the page, table, chart, or graph. Icons will appear. Click on the three dots, 'More options'. Click 'Export data'.



#### Census Enrollment Dashboard example:



If the excel worksheet includes data that was filtered, the 'Applied filters' are stated in cell A1. Click

							•	•			
ВЗ	-	: [×	. ✓ J	fx Depa	artment of Course						
	А	В	С	D	E	F	G	Н	1	J	
1	Applied filt	ters:Year i	s 2020 or 2	019							
2											
3	College 💌	Departi <mark>-▼</mark>	Course 💌	Course 💌	Course Section I	CRN <b>▼</b>	Course 💌	Sum of <b>▼</b>	Studen 💌	Semester & Yea	
5033	College of	History	HIST	1110	HIST1110-001	10434	World Civi	33	99	Spring 2019	
5034	College of	History	HIST	1110	HIST1110-001	10434	World His	32	96	Spring 2020	
5035	College of	History	HIST	1110	HIST1110-001	80118	World His	34	99	Fall 2020	
5036	College of	History	HIST	1110	HIST1110-001	80200	World His	32	96	Fall 2019	
5037	College of	History	HIST	1110	HIST1110-002	80119	World His	34	102	Fall 2020	
5038	College of	History	HIST	1110	HIST1110-002	80201	World His	35	105	Fall 2019	
5039	College of	History	HIST	1110	HIST1110-003	15930	World Civi	162	486	Spring 2019	
5040	College of	History	HIST	1110	HIST1110-003	15930	World His	57	171	Spring 2020	
5041	College of	History	HIST	1110	HIST1110-003	80120	World His	34	102	Fall 2020	
5042	College of	History	HIST	1110	HIST1110-003	80202	World His	35	105	Fall 2019	
	College of		HIST	1110	HIST1110-004	10437	World Civi	143	429	Spring 2019	
5044	College of	History	HIST	1110	HIST1110-004	10437	World His	120	360	Spring 2020	

filters to further filter the data. Snapshot of excel document:

#### How-to select the data, filter, or subset:

The filters are on the right side of the page on all dashboards. Be sure to select the timeframe (e.g., academic year, or degree year, and/or semester), person level characteristic (student/faculty), or course level characteristic of interest to your question.

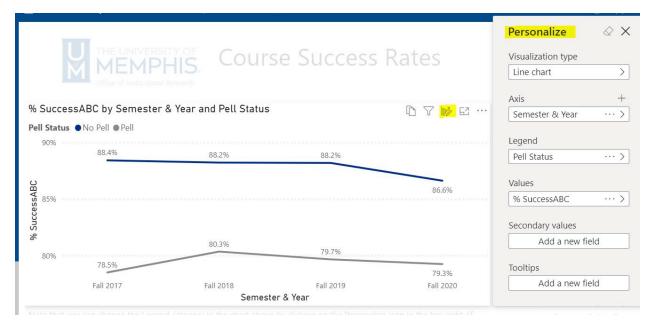
Some visualizations dynamically interact with other data elements (see How-to restore and interactively filtered visualization).

#### How-to know the data source:

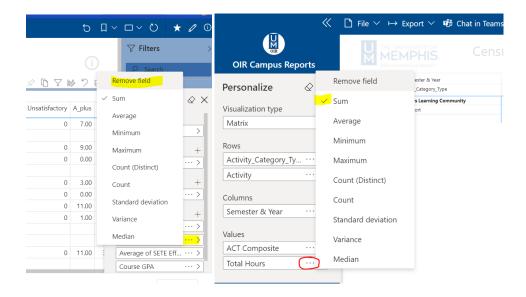
Select the icon(i) at the top right of the page. If an Information page or tab exists, select the page.

### How-to personalize - create your own custom visualization

Hover at the top right of the graph, then click the Personalize this visual icon. Select the preferred Visualization type. You may remove or add fields to an existing chart or create an entirely new visualization. Depending on the Visualization Type, you may choose to depict categorical or numeric values. Numeric values can be displayed in a variety of ways. If choosing to represent numeric values, select the appropriate type of value. For example, it is likely that the preferred format of the value of headcounts is sum, whereas the preferred format of the value of GPA is average.



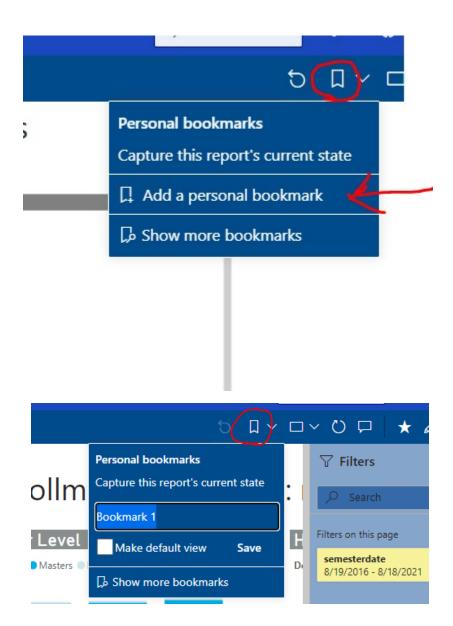
Click on the three dots to view more options. Additional examples for personalization are provided for specific dashboards.

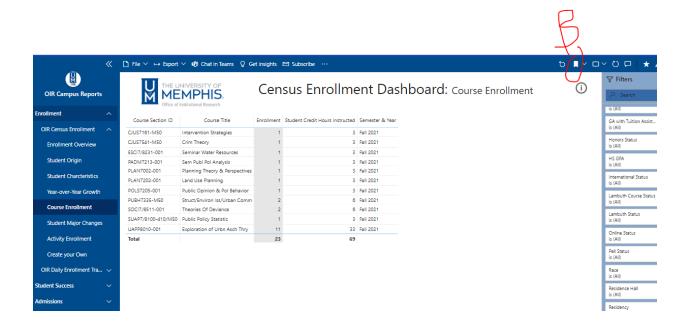


#### **How-to Create an Personal Bookmark**

Bookmarks are especially useful when you have personalized a page based on specific filters (e.g., a student population of interest) or you created a Personalized visualization.

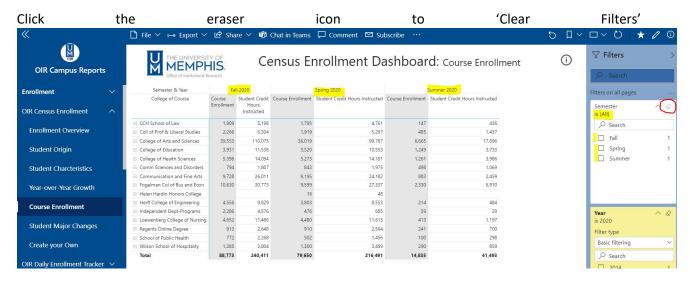
See Also: <a href="https://docs.microsoft.com/en-us/power-bi/consumer/end-user-bookmarks">https://docs.microsoft.com/en-us/power-bi/consumer/end-user-bookmarks</a>



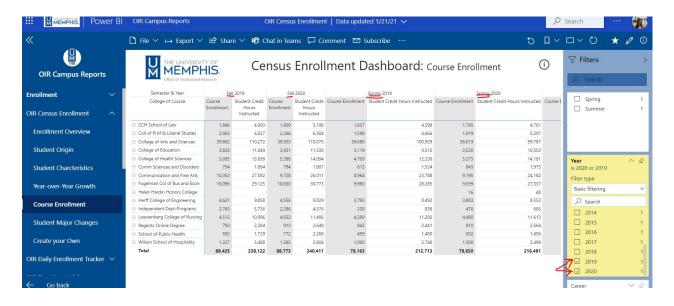


#### How-to view more than one semester

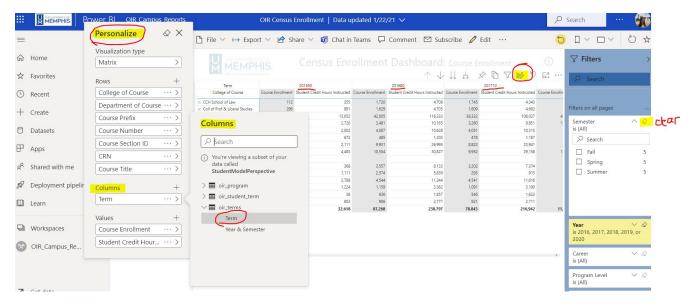
There are two options to view more than one semester at a time: A) Clear all Semester filters or B) Personalize the display (aka Create your own visual).

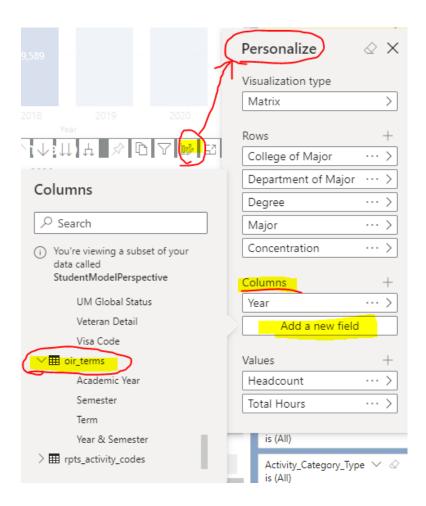


Please note that the semesters will be listed in alphabetical order if more than one year is selected.



Hover at the top right of the graph, then click the Personalize this visual icon. Choose variables for rows and columns. Select Term if you prefer to view semesters chronologically and do not want the semesters listed in alphabetical order. Terms or semesters have the format of YYYYSS. Each semester (SS) has a numeric value: 10 for Spring that begins in the 1<sup>st</sup> month of the year, 50 for Summer beginning in the 5<sup>th</sup> month, and 80 for Fall beginning in the 8<sup>th</sup> month (e.g., Spring 2020 = 202010).



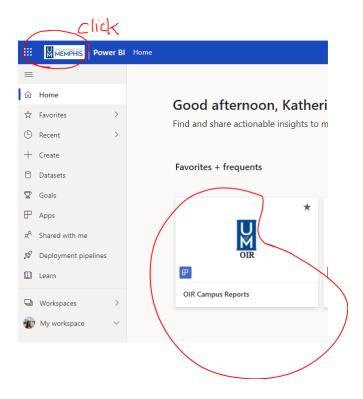


#### How-to view an overall value or metric in a table, cross tab, or matrix:

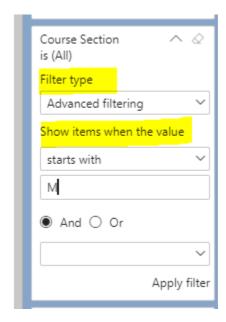
To view an overall total number, average, or other represented value, scroll down to the "Total". If a Total is not represented, it may be possible to obtain it via 'Personalize' the visualization or export the data.

### How-to enter the app mode on a computer

You may enter to App version of Power BI in different ways depending on your access. If you prefer the App version with all of the Dashboards listed to the left in blue, you may be able click 'Home' then click the OIR Campus App.



## How-to use Advanced Filtering to find specific course sections



### How-to submit a TigerHelp ticket (helpdesk) request:

Click 'Submit a Report Request' or go to <a href="https://memphis.topdesk.net">https://memphis.topdesk.net</a>. Sign in using your credentials. Click Reporting  $\rightarrow$  Report/Data Extract  $\rightarrow$  Request Report/Data. Then complete the form with your name, specify a desired due date, and click 'Submit'.

**Interactive Reports** 

External Reports

About OIR

Submit a Report Request

Use keywords to search Welcome to the TigerHelp Self Service Portal My requests AskTom Registrar's Office Scholarship Office Help Help **Student Financial** University & **Accounts and Classroom and** Aid Help Student Business Access **Computer Lab** Services Support TTT **Network and WIFI Email and** Phones, Computer, Voicemail, and Peripherals, and Collaboration Connectivity Hardware CATV Reporting Research and HPC Servers, Storage, Software and Software and Data **Applications** 

**Other Request** 

University

Schools (Hardware)

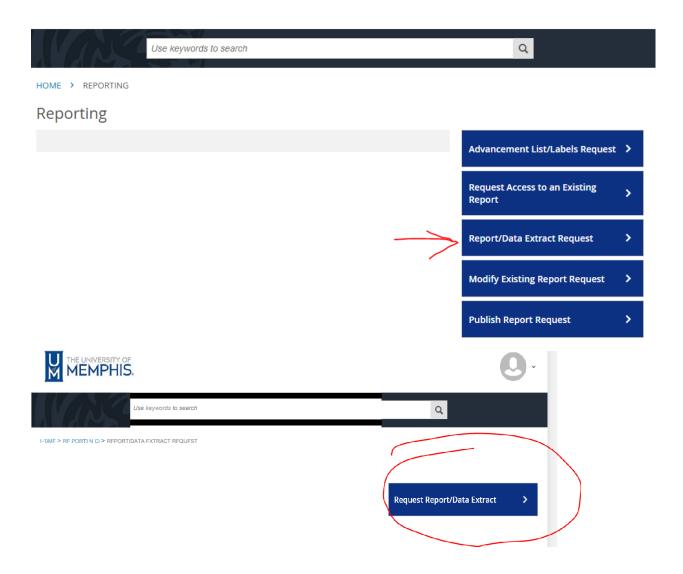
**Teaching and** 

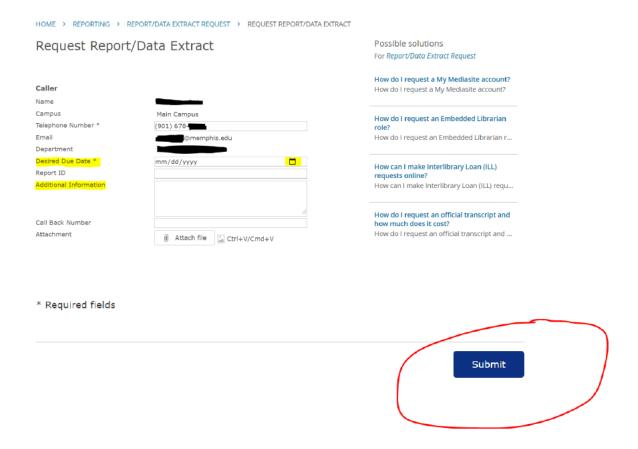
Learning

**Website Access** 

**⊕** 

and Support





#### Other Resources:

https://www.memphis.edu/oir/about/glossary.php

# NAVIGATION OVERVIEW OF RESTRICTED POWER BI DASHBOARDS AND PAGES:

Reminder: The images included in this overview are provided for the purpose of showing the format of the visualizations and data elements for each page. The user should not utilize any information presented in these snapshots and should instead visit the dashboards directly.

#### Timing of when to use specific dashboards.

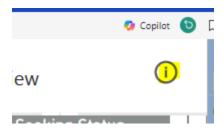
Please refer to calendars for the first day of registration: <a href="https://www.memphis.edu/registrar/calendars/">https://www.memphis.edu/registrar/calendars/</a>

- Census Enrollment and Teaching Activity Course Capacity reports can be used after the census
  date and all edits to the data have been completed for the semester of interest. Census is 14
  days after the first day of courses. The edit process generally requires and additional two weeks
  to ensure the accuracy of the data. These two dashboards can show historical trends in what
  courses were offered, how many students were enrolled in those courses, the number of majors
  in the department, and the course capacity.
- Use the UMDegree Audit Courses to see how many courses are MUST TAKE any time.
- For semester schedule planning, use the Enrollment Projections dashboard after the first day of
  the prior Fall semester to see how many majors in each class level are projected to be enrolled
  in the Spring. Use Enrollment Projections after the first day of the prior Spring semester to see
  how many majors in each class level are projected to be enrolled in the subsequent Fall.
  Decisions using these dashboards may assume the same retention rate and new student
  enrollment populations from the previous year. However, keep in mind any policy or
  environmental factors that may need to be taken into account that cannot be mathematically
  applied in this projection.
- The Daily Enrollment Tracker by Course should be used **after registration opens** for each semester to monitor course enrollments and capacity

#### **ENROLLMENT**

Census Enrollment Dashboard: Information

Select the i at the top right of the page to view additional information about the report.



Scroll down to view additional definitions.



This dashboard displays trend data on student enrollment for the past five years, as of the 14th day of the term. Enrollment data can be filtered by student program and demographic characteristics.

Included: All students registered in a full or first part of term course on the 14th day of the term.

Excluded: Continuing Education students. Students Registered only in second part of term. Audit-only students.

#### Data Source:

The data source for this dashboard is OIR beginning of term 14th day census files.

### **Enrollment Dashboard Information**

#### **Notes and Definitions**

#### Duplication:

This dashboard shows both duplicated and unduplicated student headcount depending upon the visual and filters chosen.

1. If College, Department, or Major is selected in a filter, the headcount values for those visuals reflect duplicated headcounts (the student is counted once for each college, major, department, or concentration enrolled). 2. If College, Department, or Major is shown in a chart or table, the headcount values for those entities reflects duplicated

headcounts, (the student is counted once for each college, department, major, or concentration enrolled).

3. If no College, Department, or Major is selected in a filter or shown in a visual, the headcount values reflect unduplicated

headcount. (the student is counted only once for the term). 4. On crosstab visuals, the total reflects unduplicated headcount, while the rows show duplicated headcounts for Colleges, Departments, Majors, and Concentrations.

Activity (Ever) - If the student ever had the Activity Code from Banner on the SGASTDN Activities tab they will be included in the

Activity (Term Specific) - If the student had the Activity Code from Banner on the SGASTDN Activities tab for the term in which the dashboard is filtered. If the student had the activity code for Fall 2020 and the report is filtered to show only Fall 2021, the student will not be included in the data.

Beginning of Term Cumulative GPA - The mean cumulative GPA for the student level at the beginning of the term

Lambuth Course Status = A designation to indicate whether the responsibility for the course is at the Lambuth/Millington campus. If the course location is Lambuth or Millington OR if the Faculty Hiring location is Lambuth or Millington, then the Course Lambuth Status is Lambuth/Mill.

Entry Type: A way to identify the enrollment status of the student relative to the level of their program, in their first enrollment term in the level. Valid values are: New First Time Freshman, New First Time Transfer, or New First Time Graduate

First Generation Status - Derived from the Parent's Education on the FAFSA.

Full/Part Status - For undergraduates, Full Time is 12 hours or more. For graduate students, Full Time is 9 hours or more.

#### **Example Questions:**

How many students were enrolled as of Census date?

#### Census Enrollment Dashboard: Enrollment Overview (1) MEMPHIS. Headcount by Career Level Headcount by Degree-Seeking Status Degree-Seeking St... ● Degree-Seeking ● Non-Degree 21,521 19,799 17.374 19,589 17.394 17.378 17,176 17.233 2018 2018 238,797 Year Enrollment Trends by College, Department, Major, Concentration 2017 2018 College of Major Headcount Total Hours 3,542 5,068 56,138 5,307 57,578 3,854 35,462 3,542 30,622 29,361 311 327 4.753 4,514 312 4,532 347 5.031 362 5,276 ⊞ Coll of Prof & Liberal Studies 1,315 13,630 1,203 12,334 1,152 11,015 1,362 13,445 1,359 12,984 ⊞ College of Arts and Sciences 4,700 53,869 4,565 52,408 5,053 60,019 5,035 60,367 5,084 60,706 2019 1.353 11.735 1.323 11.326 1.424 12.718 1.482 13.127 1.576 13,860 Student FTF 982 11,853 1,087 12,802 1,538 18,670 1,673 20,571 1,741 21,229 Comm Sciences and 102 1,125 110 1.199 125 1,440 146 1.590 131 1,297 20,361 1,679 22,015 1,876 23,486 1,904 23,631 1,648 20,909 1,761 16,444 2.992 33,509 2.987 33,283 3,196 35,629 3.202 35.737 3.511 37,667 2016 2017 2019 21,301 21,521 235,630 21,685 240,411 <

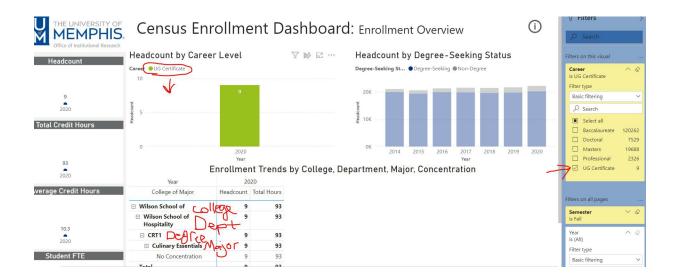
#### Enrollment Overview (Census Enrollment: Overview)

Tip: Click on the + or the expand all icon to view all departments, majors, and concentrations enrolled within a Major. Click on the bar charts or use filters to subset the data.

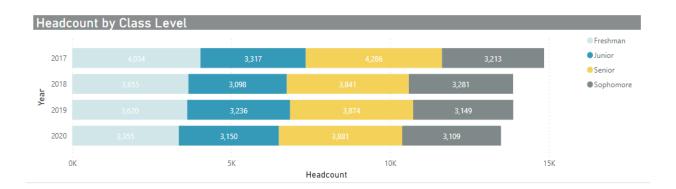


The Census Enrollment Dashboard includes students without concentrations. The numbers in the totals will reflect the students without a concentration. The 'no concentration' or blank concentration will not appear in the row in the visualization/table or as a filter option.

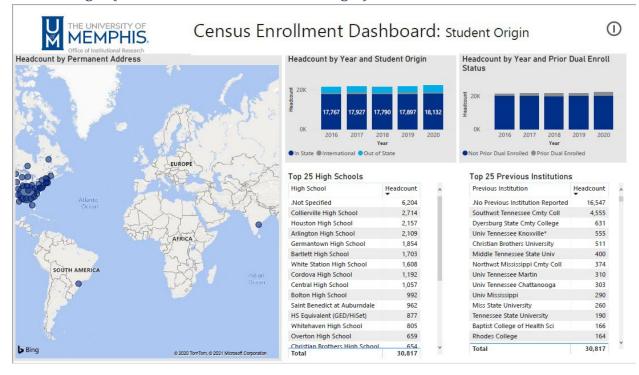
Degrees awarded without concentrations or 'blank' concentrations appear as filter selection and will appear as a blank row in a visualization/table in the Degrees Awarded Dashboard because the data sources are different.



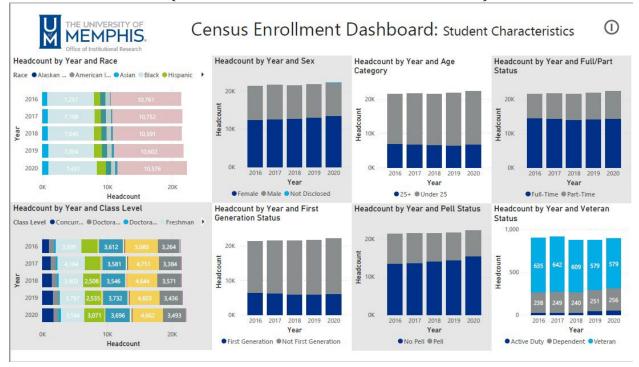
<u>Census Enrollment Dashboard</u> - Displays trend data on student enrollment for the past five years, as of the 14th day of the term. Enrollment data can be filtered by student program, student demographic characteristics, and course level data. Separate pages provide: Census Enrollment Dashboard Information (click the i), Enrollment Overview, Student Origins, Student Characteristics, Year over Year Growth, Course Enrollment, and Student Major Changes.



### Student Origin (Census Enrollment: Student Origin)

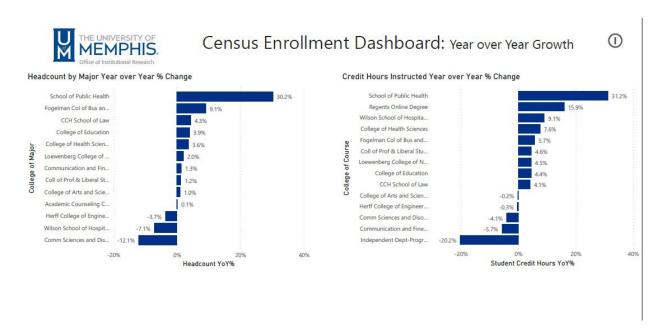


### Student Characteristics (Census Enrollment: Student Characteristics)



#### Year-over-Year Growth (Census Enrollment: Year over Year Growth)

Shows the percent change of the headcount and credit hours instructed. This dashboard is meant to display the default timeframe. It may be important for the user to select the career level of the students of interest. Hover over the bar to reveal the "tool tip" that includes the actual headcount last year and current year.



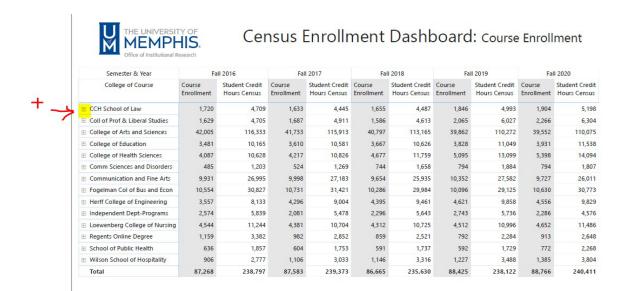
#### Course Enrollment (Census Enrollment: Course Enrollment)

Tip: Click the + to expand.

For **Schedule Planning**, historical trends of enrollment by major and by course as of the census date. Considers all majors, not just the primary major. On the Enrollment Overview page, you can look at the breakdown by Class Level to get a sense of the majors in the pipeline over time.

Indicates course enrollments over time. A variety of filters, including filtering by student specific (e.g., student major) and course specific (e.g., course department) at the same time.

(1)

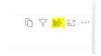


Semester & Year	F	all 2017	F	all 2018	F	all 2019	Fall 2020		
College of Course	Enrollment	Student Credit Hours Instructed							
<b>⊞ Coll of Prof &amp; Liberal Studies</b>	1,297	3,933	1,187	3,559	1,585	4,780	1,736	5,152	
<b>⊞ College of Arts and Sciences</b>	35,442	99,065	33,470	93,531	32,541	90,508	31,455	87,309	
☐ College of Education	1,525	4,695	1,372	4,230	1,551	4,719	1,526	4,609	
<ul> <li>Counseling Edu Psyc and Rsrch</li> </ul>	478	1,434	409	1,227	375	1,125	332	996	
☐ Instruction and Curr Ldrship	1,023	3,189	937	2,925	1,176	3,594	1,194	3,613	
<b>⊞ ECED</b>	60	180	52	156	51	153	52	156	
<b>⊞ ELED</b>	304	912	184	552	205	615	211	633	
□ ICL	140	540	179	651	250	816	277	862	
⊕ 2001					18	0	39	0	
⊡ 3333	10	30	39	117	49	147	54	162	
⊞ ICL3333-001	10	30	18	54					
⊞ ICL3333-102/103					43	129	54	162	
⊞ ICL3333-410			21	63	6	18			

How to view enrollment by semester by major:

Filter for course prefix and course number of interest. Select semesters of interest (e.g., fall and spring).

#### Click personalize visual icon



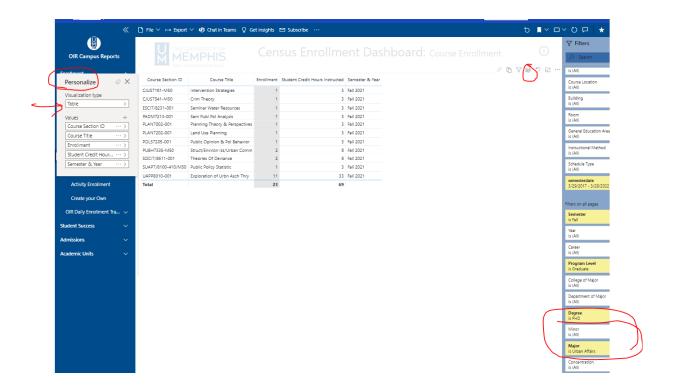
Add Major from the oir\_programs table.

Make sure major is listed first in the personalized variables list.

Remove Student Credit Hours Instructed or other variables that are not of interest.

*View all enrollments of students in a major – table format using Personalization:* 

Filter by the student program. Select the Year(s) and Semester(s) of interest. Select personalize visual icon. Change the Visualization type to table from matrix. Select the Values of interest. Note: Remember to bookmark any personalization – see How-to Create an Personal Bookmark.



Student Major Changes (Census Enrollment: Student Major Changes) Where do students go after changing a major?

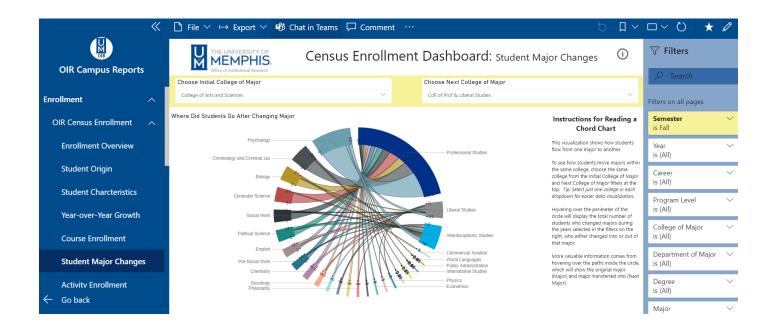
### Instructions for Reading a Chord Chart

This visualization shows how students flow from one major to another.

To see how students move majors within the same college, choose the same college from the Initial College of Major and Next College of Major filters at the top. Tip: Select just one college in each dropdown for easier data visualization.

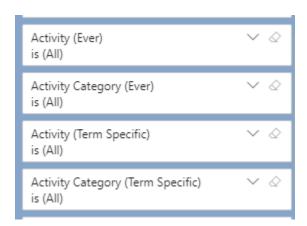
Hovering over the perimeter of the circle will display the total number of students who changed majors during the years selected in the filters on the right, who either changed into or out of that major.

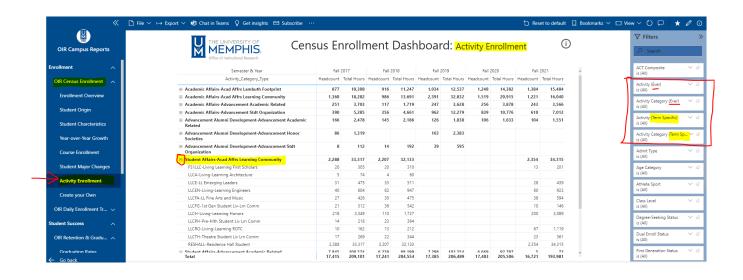
More valuable information comes from hovering over the paths inside the circle, which will show the original major (Major) and major transferred into (Next Major).



#### Activity Enrollment (Census Enrollment: Activity Enrollment)

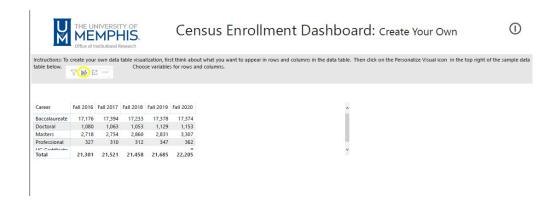
Different organizations on campus assign 'activity codes' to students who participate in a variety of programs, student groups, or other organizations. These activities are specific to the term in which the student participates in the program. The Activity Enrollment page indicates number of students and the credit hours the students are enrolled in. For example, if a user is interested in a specific activity like the Living Learning Communities (LLC), a user can view the headcount and total hours the students are enrolled in for a semester for students participating in the LLCs by clicking the + for the Academic Affairs Learning Community Category Type. The filters on the right can subset the data by the activity category type or by a specific activity. The default rows are based on the Term Specific Activities. It is advised that if you choose to filter the table on this page to use the term specific activities. If you are interested in students enrolled who "Ever" participated in an activity of interest, you may do that from the Enrollment Overview dashboard.

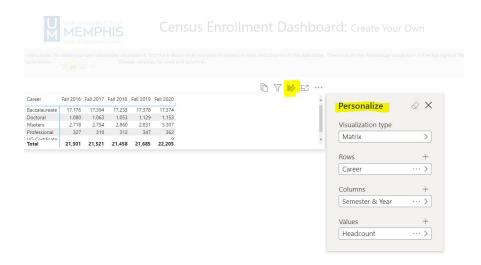




#### Create Your Own

For additional information, see the 'How-to personalize' directions above. (Hover at the top right of the graph, then click the Personalize this visual icon. Select the preferred Visualization type. You may remove or add fields to an existing chart or create an entirely new visualization. Depending on the Visualization Type, you may choose to depict categorical or numeric values. Numeric values can be displayed in a variety of ways. If choosing to represent numeric values, select the appropriate type of value. For example, it is likely that the preferred format of the value of headcounts is sum, whereas the preferred format of the value of GPA is average. Click on the three dots to view more options.)





### **Daily Enrollment Tracker: Information**

<u>Daily Enrollment Tracker</u> - Displays enrollment for the upcoming terms for which registration is open and provides comparative enrollment as of the same day last year. Providing year-over-differences for enrollment and credit hours for a specific day in a term. View data at the enrollment at the college, dept/unit, subject and course level for a specific day in a term.

Answers questions regarding currently registered students.



## Daily Enrollment Tracker: Report Info

#### Summary

The Daily Enrollment Tracker dashboard displays enrollment for the upcoming terms for which registration is open, and provides comparative enrollment as of the same day last year.

#### Data Source:

The data source for this dashboard is OIR Banner RPTS. Data are updated around midnight daily.

Counts as of census come from the OIR Beginning of Term Census data files (frozen data).

Note that there will be discrepancies between the RPTS data and the OIR Census data, even on the 14th day of the registration term. Census data has been cleaned for anomalies, and RPTS data may be off due to duplicate pidm changes.

There will be anomalies in this dashboard. It reflects data in Banner as of a certain date. For instance, if a student curriculum priority was incorrect in Banner, you will see Graduate students showing an undergraduate

#### **Notes and Definitions**

Day Number - The comparison date is calculated by subtracting the number of days until the start of the semester open for registration, and using the date that corresponds to the same length of time from the prior year.

International Status - Any non-citizen student with a visa type is considered an International Student.

Residency Group - Based on student Residency in Banner. Residency is what tuition rates are based on, and they are assigned by the separate UG, GR, and LW Admissions offices. International residency codes began in Fall 2019.

Concentration: the Academic Counseling Center Concentration is not a true concentration, but rather a way to designate students who have an Advisor in the Academic Counseling Center.

**Student Type** - describes the most recent registration type of the student for the selected term. Note that the student type for currently enrolled students does not change until the end of the semester.

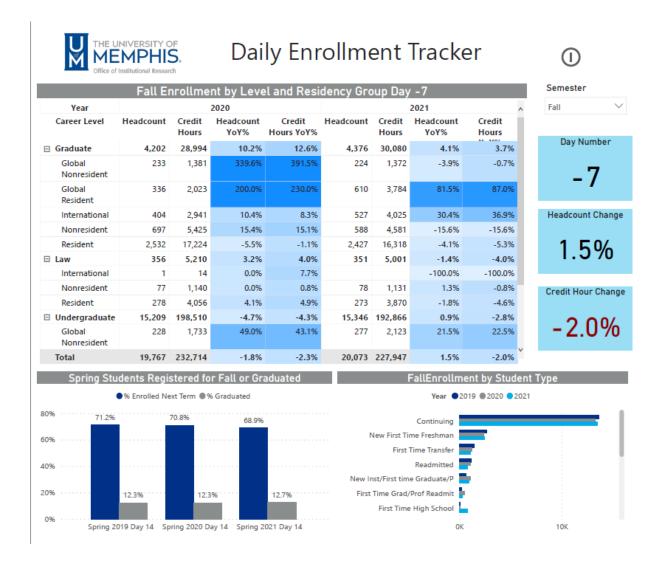
-- To filter for First Time Freshmen cohort students, under the Student Type filter, choose New First Time Freshman and Summer New Freshmen Returning Fall.

UMGlobal Status - The student is counted as UMGlobal if they paid a Global Tuition rate, or if they are in a UMG Program (their program ends in "-G").

Visa Type - Students who are in the US on a student visa will have visa types of FP, JP (these are visas pending review by the International Office), and F1, J1, F2, J2.

#### Daily Summary (Daily Enrollment Tracker: Summary)

Tip: Click the I at the top right for more information



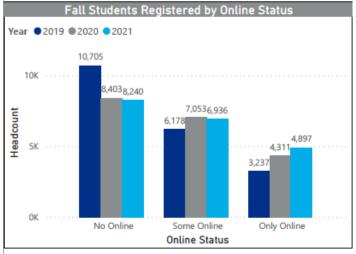
### Daily by Program (Daily Enrollment Tracker: Program Enrollments)

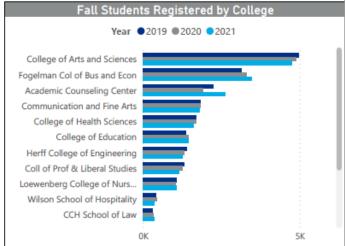


# Daily Enrollment Tracker: Programs



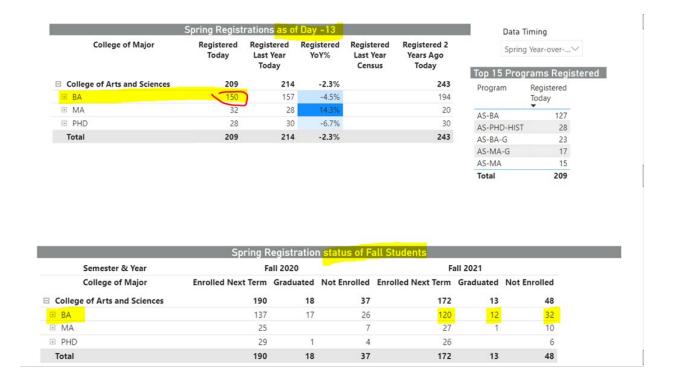
	Fall Registr	ations as of	Day -7			Semest	ter
College of Major	Registered Today	Registered Last Year Today	Registered YoY%	Registered Last Year Census	Registered 2 Years Ago Today	^ Fall Top 15 Progr	rams Regist
E .		21	-100.0%		40	Program	Registered
Academic Counseling Center	2,628	1,895	38.7%	3,539	2,246		Today
CCH School of Law	348	311	11.9%	362	297	AS-BA	2,256
Coll of Prof & Liberal Studies	1,132	1,259	-10.1%	1,359	1,295	BU-BBA	2,055
College of Arts and Sciences	4,741	4,890	-3.0%	5,084	4,960	AC-NONE	1,578
College of Education	1,449	1,439	0.7%	1,576	1,372	HS-BS	1,321
College of Health Sciences	1,606	1,683	-4.6%	1,741	1,675	AS-BS	1,286
Comm Sciences and Disorders	138	126	9.5%	131	147	AC-NDUG-NON	ЛJ 988
Communication and Fine Arts	1,786	1,822	-2.0%	1,904	1,825	NU-BSN-NURS	733
Continuing Education	12	19	-36.8%		12	CF-BFA	621
Fogelman Col of Bus and Econ	3,459	3,295	5.0%	3,511	3,122	CF-BA	618
Herff College of Engineering	1,256	1,319	-4.8%	1,401	1,398	UC-BPS	606
■ Loewenberg College of Nursing	1,059	1,043	1.5%	1,087	1,063	ED-BSED BU-MBA-BA	507 402
No College Designated	135	322	-58.1%	90	398	BU-MS	364
School of Public Health	244	205	19.0%	254	176	LW-JD-LAW	348
Total	20,073	19,767	1.5%	22,205	20,120	Total	13,832



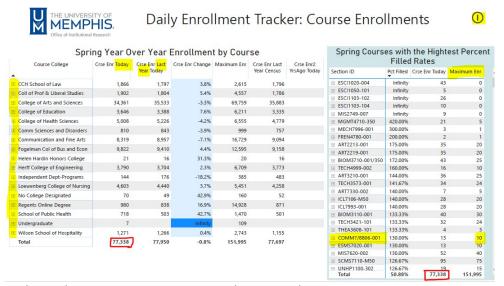


	rattiteg	isti ation s	tatus of Spri	ng otaaciito			
Semester & Year	Spi	ring 2020		Spring 2021			
College of Major	Enrolled Next	Graduated	Not Enrolled	Enrolled Next Term	Graduated	Not Enrolled	
<ul> <li>Academic Counseling Center</li> </ul>	1,335		1,653	1,450		1,589	
	245	81	7	236	108		
	904	176	188	824	190	18	
	3,562	622	515	3,447	603	62	
⊞ College of Education	1,037	251	218	1,093	213	25	
⊞ College of Health Sciences	1,288	269	113	1,212	275	18	
	90	53		75	49		
⊕ Communication and Fine Arts	1,385	212	162	1,273	265	18	
	2,296	415	305	2,497	410	41	
⊞ Herff College of Engineering	1,044	140	113	977	132	16	
⊞ Loewenberg College of Nursing	850	197	70	819	250	8	
	63		53	38		5	
School of Public Health	119	43	30	166	58	3	
■ Wilson School of Hospitality	317	64	44	253	75	6	
Total	14,340	2,496	3.453	14,145	2.609	3,82	

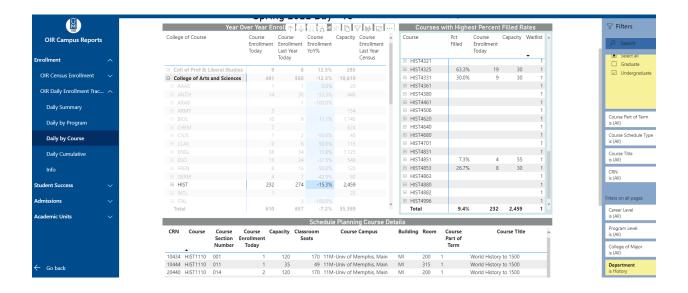
In the example below, the dashboard has been filtered to students seeking a History major. As of 13 days before the Spring 2022 semester began, 150 students seeking a BA in History were registered. This number includes all students, including those who are new to the major and students who are new to the university. Of those who were enrolled in the prior semester (Fall 2021), 120 continuing majors have registered, 12 students graduated in Fall 2021, and 32 haven't registered.



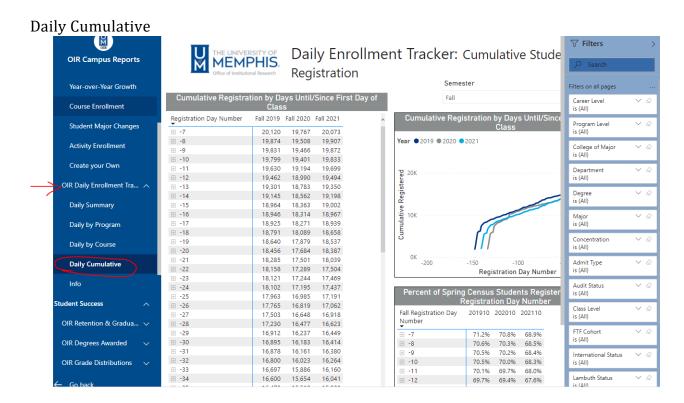
## Daily by Course (Daily Enrollment Tracker: Course Enrollment)

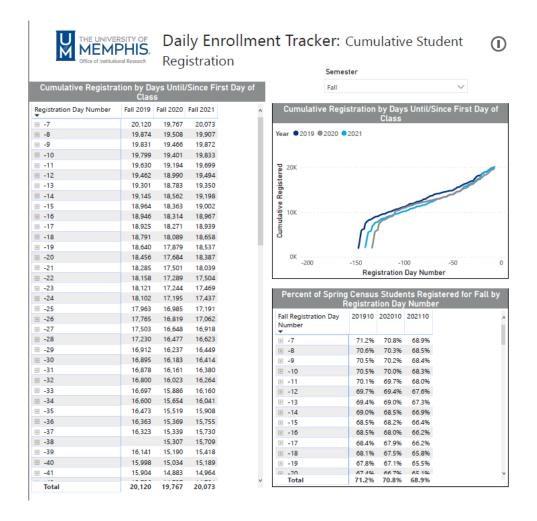


Undergraduate, History Department Filter example



Note: The Daily Enrollment Tracker's underlying data is pulled directly from RPTS nightly without the editing that is done for our frozen files. To the OIR frozen files and depicts capacity information accurately. It should be updated after the Spring 2021 Census Data is ready.





## STUDENT SUCCESS

## **Graduation and Retention: Information**

Answers questions regarding graduation and retention rates.



## Retention and Graduation Dashboard Information

#### Summary

This dashboard displays trend data on student retention and graduation rates, as of the 14th day of the term. Retention and graduation information can be filtered by student program and demographic characteristics.

Included: All students registered in a full or first part of term course on the 14th day of the term.

Excluded: Continuing Education students. Students Registered only in second part of term. Audit-only students.

#### **Data Source:**

The data source for this dashboard is OIR beginning of term 14th day census files.

#### **Notes and Definitions**

Entry Type: Indicates whether the student first began as a First Time Freshman, First Time Transfer, or First Time Graduate Student.

Retention and Graduation rates are calculated as of the first term enrolled.

View by First/Latest Major: Indicates whether the student's first major or latest major is displayed. For instance, a student begins in Fall 2016 as a First Time Freshman with a major in the Academic Counseling Center, and changes major in Fall 2017 to Biology. When View by Firs/Latest Major is "First major declared." the student will show up in the Fall 2016 cohort under Academic Center. When View by First/Latest is "Latest major declared." the student will be counted in the Fall 2016 cohort under Arts & Sciences - Biology.

#### **Duplication:**

This dashboard shows both duplicated and unduplicated student headcount depending upon the visual and filters chosen.

1. If College, Department, or Major is selected in a filter, the headcount values for those visuals reflect duplicated headcounts (the student is counted once for each college, major, department, or concentration enrolled).

 If College, Department, or Major is shown in a chart or table, the headcount values for those entities reflects duplicated headcounts, (the student is counted once for each college, department, major, or concentration enrolled).

If no College, department, or Major is selected in a filter or shown in a visual, the headcount values reflect unduplicated headcount. (the student is counted only once for the term).

 On crosstab visuals, the total reflects unduplicated headcount, while the rows show duplicated headcounts for Colleges, Departments, Majors, and Concentrations.

Beginning of Term Cumulative GPA - The mean cumulative GPA for the student level at the beginning of the term.

First Generation Status - Derived from the Parent's Education on the FAFSA.

Full/Part Status - For undergraduates, Full Time is 12 hours or more. For graduate students, Full Time is 9 hours or more.

Pell Student - The student received a Pell grant during the term.

Lambuth Status - "Some Lambuth" - More than 0% and less than 50% of classes at Lambuth (Code LMBSOM). "Mainly Lambuth" - 50% or more and less than 100% of classes at Lambuth (Code LMBMAI). "All Lambuth" - 100% of classes at Lambuth (Code LMBALL).

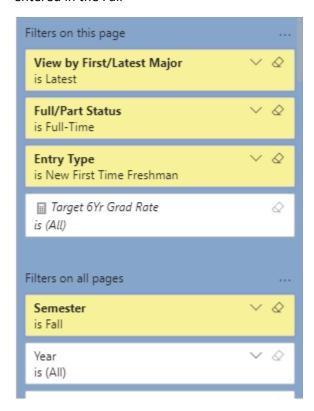
Student FTE - Student FTE is calculated as follows:

Entry Type: Indicates whether an undergraduate student began at the university as a First Time Freshman or a First Time Freshman. Selecting 'First Time Graduate Student' selects the group of students at the term they started or declared the major. It is not based on the student time of the student. Undergraduate retention and graduation rates are generally calculated from the first term enrolled. Graduate level student retention and graduation is often calculated from the point of starting a major.

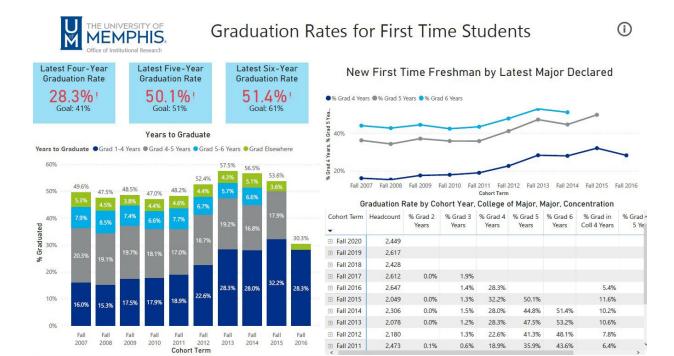
## **Graduation Rates**

The term displayed by default indicates the 'cohort term' which is generally the first term that the student entered the institution.

This dashboard is defaulted to: New First Time Full-Time Undergraduate Freshman who entered in the Fall

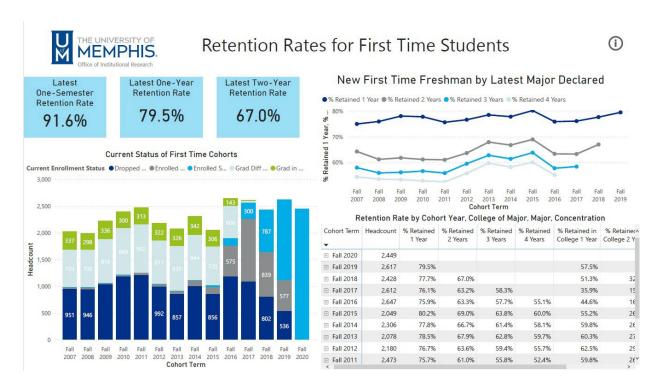


Example screen:

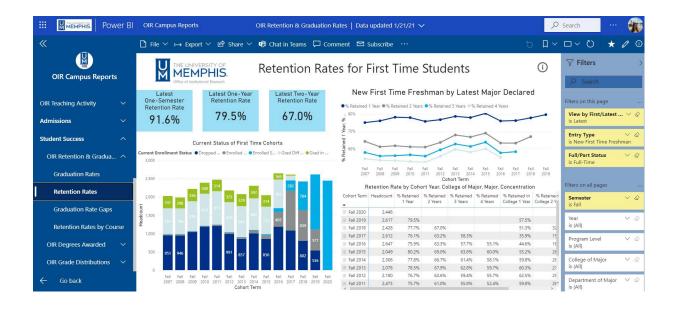


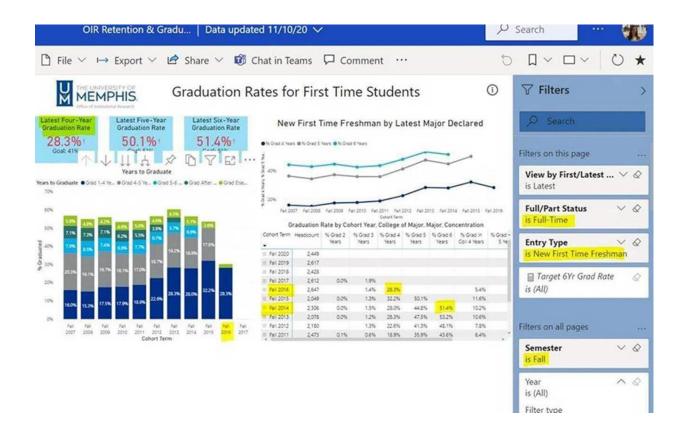
### **Retention Rates**

The default rates based on the First-time, Full-time cohort who entered during a fall semester (includes some who began in the Summer). It is important to note that most of the labels and filters for the retention dashboard apply to the first term that the student entered the institution. Specifically, when the column or the label says Fall 2007, if you selected a 'first-time' group, that is the term the student began their studies at the university. Generally, the university provides this information based on this cohort, but you can change the filters as you see fit.

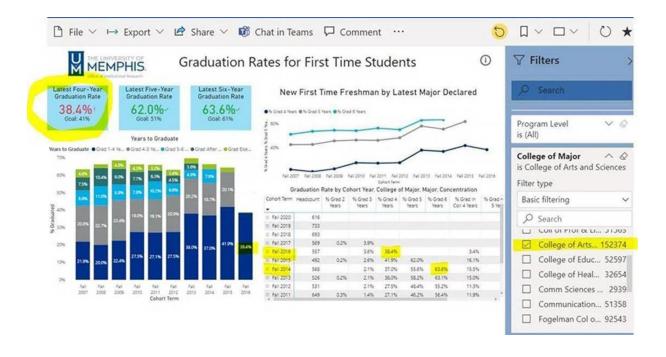


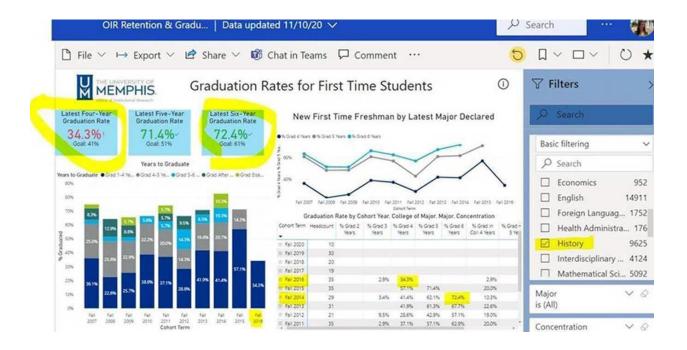
The app version:





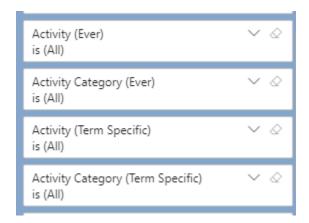
Note: For example, in Fall 2020 the most recent Fall-Starting, Four-Year Graduation Rate is based on the group of students who began in Fall 2016. You can confirm this 'Cohort Term' of the highlighted Graduation Rate by looking at the individual Cohort Terms in the matrix table. (Note: These are examples. Changes to

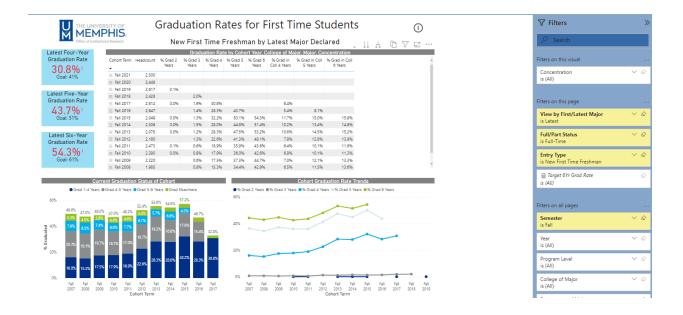




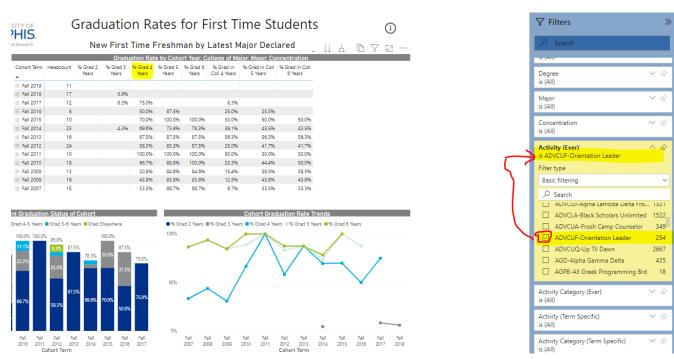
## Graduation Rates by Activity code:

As noted in the Census Enrollment: Activity Enrollment example above for headcount and total attempted hours, different organizations on campus assign 'activity codes' to students who participate in a variety of programs, student groups, or other organizations. These activities are specific to the term in which the student participates in the program. However, retention and graduation rates are generally based on a first-time full-time freshman cohort. It is unlikely that students will participate in the activity of interest during the first term of their enrollment at the University of Memphis. By selecting the "Ever" activity of interest, you may view the graduation or retention rates for the students in the selected cohort who ever participated in the activity of interest.

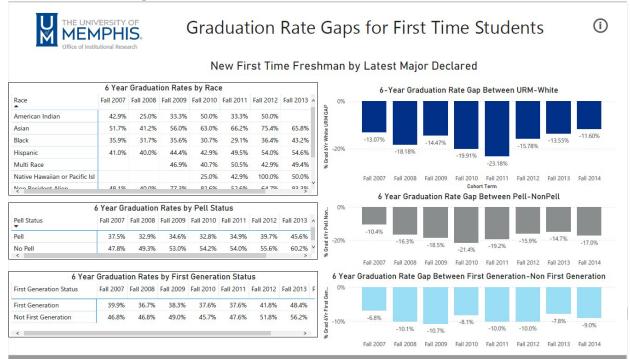




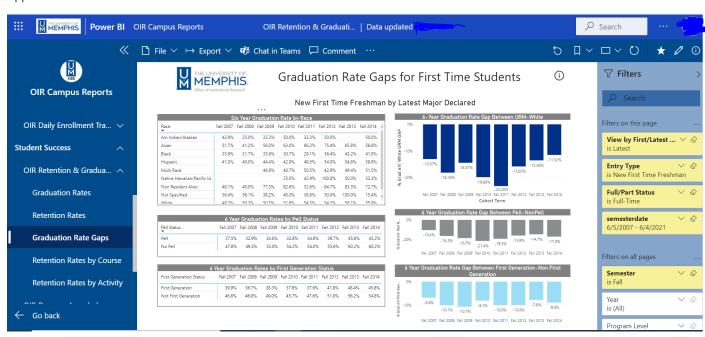
In the example below, "Orientation Leader" in Activity (Ever) is selected. These students appear to have higher graduation rates than the overall FTFT cohort. Students are usually upper classmen at the time they participate and must meet GPA requirement to become Orientation Leaders, thus they are likely to be closer to graduation than other students.



## Graduation Rate: Gaps for First Time Students

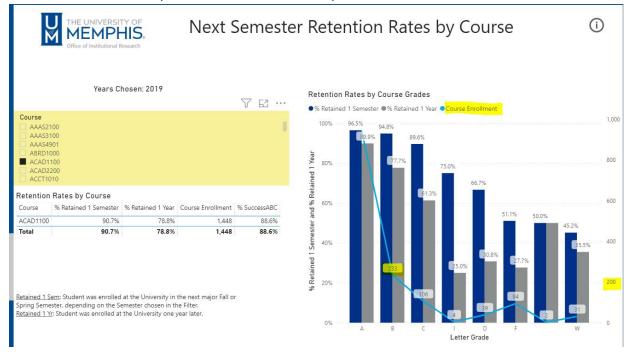


### App view:



## Next Semester Retention Rates by Course

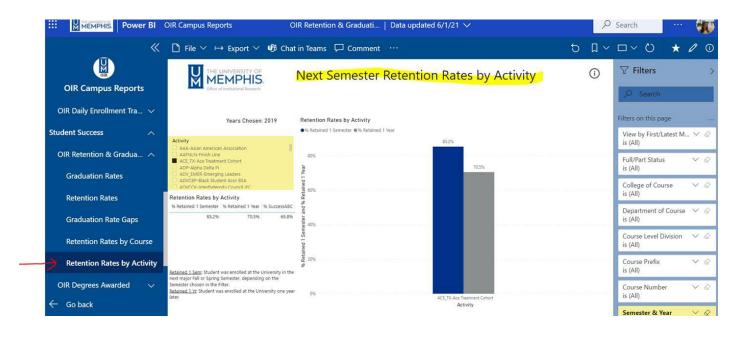
Note: Choose the course you want to view and filter by student characteristics

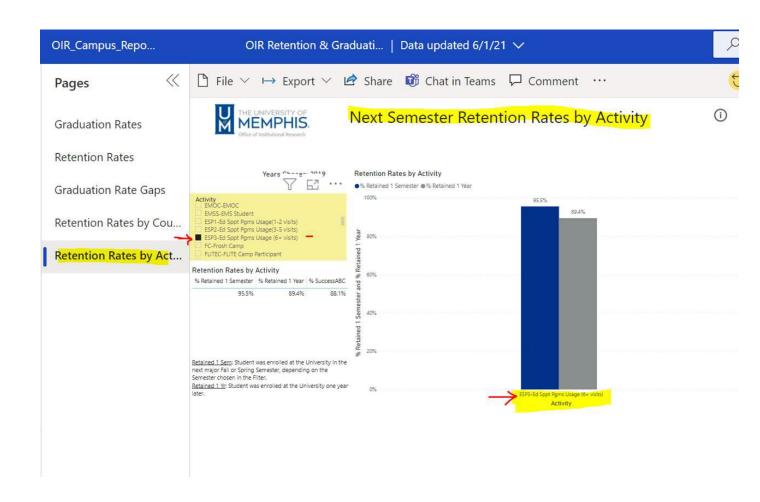


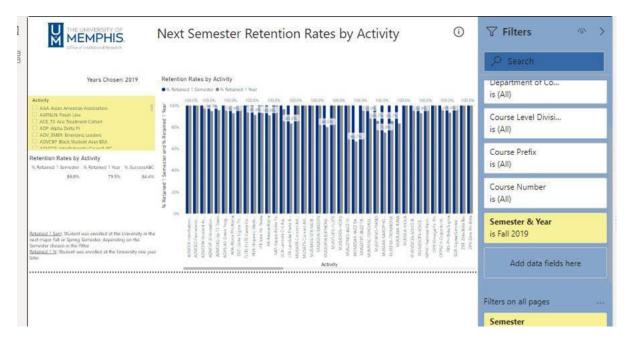
## Next Semester Retention Rates by Activity

In the <u>Retention Rates by Activity</u> tab, select the activity of interest to view the retention rates. Different organizations on campus assign 'activity codes' to students who participate in a variety of programs, student groups, or other organizations. These activities are specific to the term in which the student participates in the program. By selecting the "Ever" activity of interest, you may select students who ever participated in the activity of interest. In the Next Semester Retention Rates by Activity Page which also include Next Year Retention Rates, it is best to *only* use the "Term Specific" filters and not the "Ever" filters. If your interest is in overall retention of graduation rates for a student who 'ever' participated in the activity while enrolled, use the other retention or graduation dashboard and select the activity of interest as a filter.









# **First Destination Survey**

The First Destination Survey (FDS) is administered each semester to students who have filed their intent to graduate beginning in Fall 2023. Administered as part of the Graduate Survey to graduating masters and doctoral students beginning in Summer 2024.

Students whose plans have not been finalized or who did not respond to the initial survey receive a follow-up survey six months after graduation. Only students who earned a degree are included in the results.

FDS Survey Cycle - The INITIAL administration is administered prior to graduation during the semester the students earn their degree. If students do not complete the survey or do not answer the question about post graduation plans or have uncertain post graduation plans then the survey is sent to the students within six months. These additional responses are considered the FOLLOWUP administration.

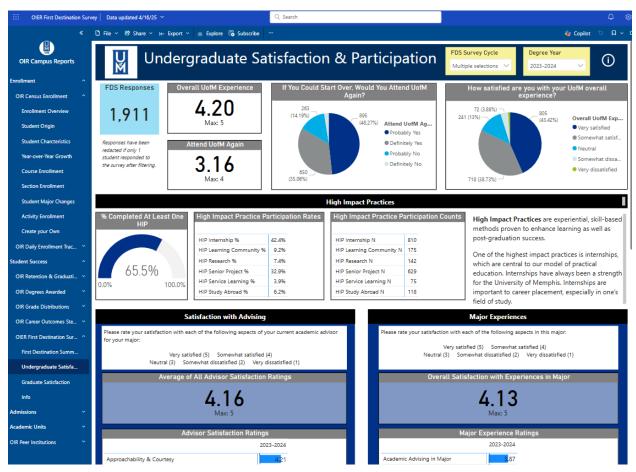
Note that the FDS began in Fall 2023, which means there will be incomplete data (missing Summer 2023 degree earners) for the 2023-2024 degree year.

Students select what best describes their post-graduation plans. Successful post-graduation placement includes: Employed or Self Employed, Applying/Accepted to post-secondary educational program or graduate program, Volunteer or Service Commitment, Military Commitment. Options that were not considered successful placement included: Seeking employment, Not seeking employment or continuing education at this time, and Undecided/Other.



**Expected Income (FDS)** - The average of the self-reported salary for students who answered "Employed/Self Employed", "Military Commitment", or "Volunteer/Service Commitment" on the First Destination Survey.

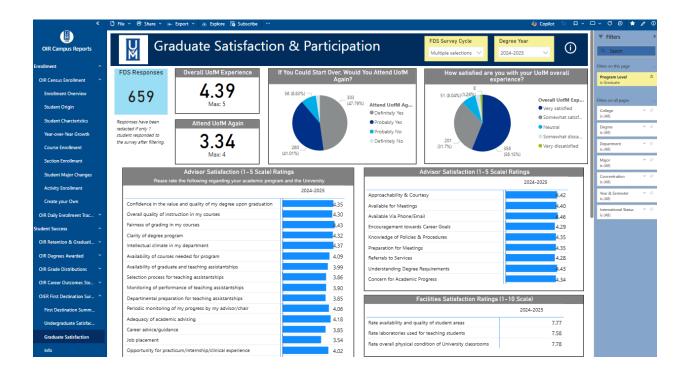
## **Undergraduate Satisfaction and Participation**



**High Impact Practices** are experiential, skill-based methods proven to enhance learning as well as post-graduation success.

One of the highest impact practices is internships, which are central to our model of practical education. Internships have always been a strength for the University of Memphis. Internships are important to career placement, especially in one's field of study.

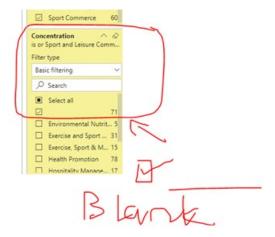
## **Graduate Student Satisfaction and Participation**



# **Degrees Awarded: Information**

<u>Degrees Awarded</u> - Degrees awarded by Degree level over time, and the ability to filter by a number of internal variables related to student and institutional characteristics. Academic Year is Fall, Spring, and trailing Summer. Degree Year is leading Summer, Fall, and Spring.

Degrees awarded without concentrations or 'blank' concentrations appear as filter selection and will appear as a blank row in a visualization/table in the Degrees Awarded Dashboard.



Answers questions regarding degrees awarded by Carnegie Class



### Summary

This dashboard displays trend data on degrees awarded. Degrees awarded can be filtered by student program and demographic characteristics.

Included: All degrees awarded for a particular term.

Excluded: Extra Majors (student was awarded a Bachelors degree and then re-enrolled to earn as second major within the same Bachelors degree).

#### Data Source:

The data source for this dashboard is OIR frozen Degree files, which reflect data submitted to THEC each year. Degrees awarded after July 15 each degree year are not captured.

# Degrees Awarded Dashboard Information

#### Duplication:

This dashboard shows both duplicated and unduplicated degrees awarded depending upon the visual and filters chosen.

1. If College of Major, Department of Major, Major, or Concentration is selected in a filter, the degrees awarded values for those

 If College of Major, Department of Major, Major, or Concentration is selected in a filter, the degrees awarded values for those visuals reflect duplicated degrees awarded (the degree is counted once for each college, major, department, or concentration of the degree awarded).

- If College, Department, or Major is shown in a chart or table, the degrees awarded values for those entities reflects duplicated degrees awarded, (the student is counted once for each college, department, major, or concentration of the degree program awarded).
- 3. If no College, Department, Major, or Concentration is selected in a filter or shown in a visual, the degrees awarded values reflect unduplicated degrees awarded. (the student is counted only once for the term).
- 4. On cross-tab visuals (tables with rows and columns), the total reflects unduplicated degrees awarded, while the rows show duplicated degrees awarded for Colleges, Departments, Majors, and Concentrations.

Cumulative GPA - The mean cumulative GPA for the degree level. If a student earns more than one degree at a level (i.e., Master's and Doctoral are both Graduate level) the GPA is reflective of both degrees. All courses taken at a degree level are included, regardless of whether they count towards the degree.

Degree Year - The degree year includes Summer, Fall, Spring. For instance, Degree Year 2019-20 includes Summer 2019, Fall 2019, Spring 2020.

First Generation Status - Derived from the Parent's Education on the FAFSA.

Pell Student - The student received a Pell grant during any time while they were enrolled at UofM.

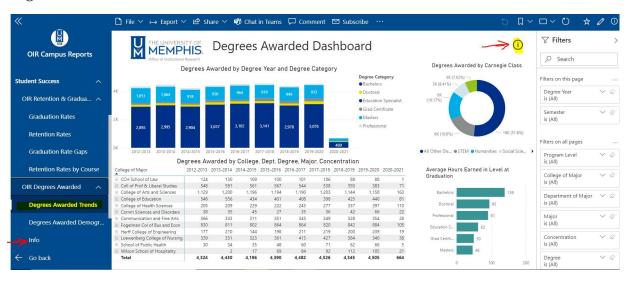
International Status - If the student has a citizenship code of 'N' (Non-resident) or 'T' (Transitional) AND has any visa type, the student is International. Otherwise, the student is Domestic.

Lambuth Status - The percentage of courses taken at the Lambuth campus. If all courses were taken at Lambuth OR the last erm enrolled before graduation was at Lambuth, the student is counted as "All Lambuth".

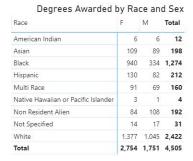
Online Status - Based on the percentage of courses taken online (through UofM or RODP) at the degree level.

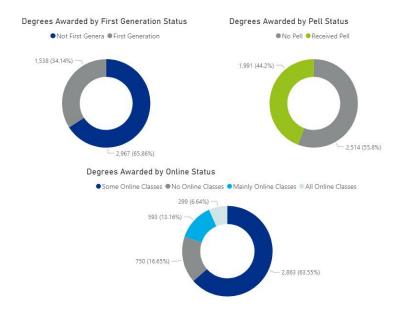
UM Global Status - If the student's program during their last term was UM Global, the degree is counted as UM Global.

## **Degrees Awarded Trends**



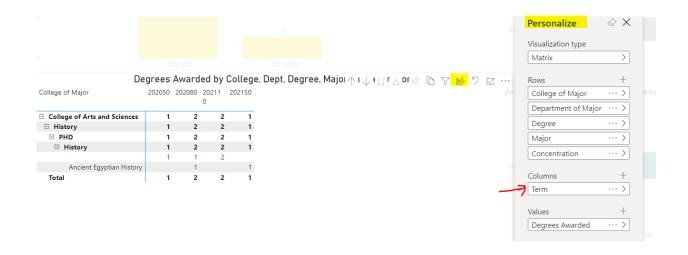




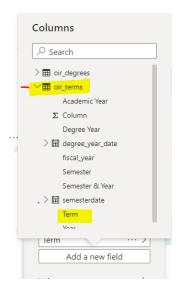


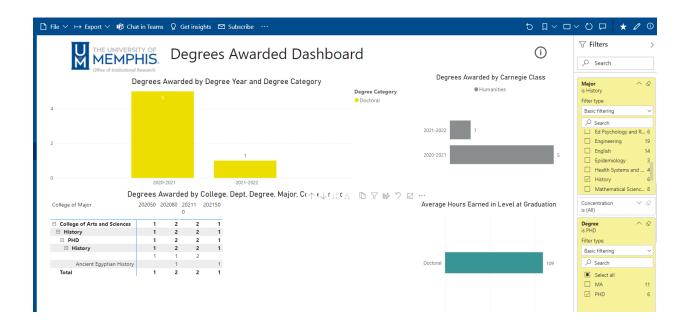


To personalize the Degrees Awarded table to view degrees awarded each semester instead of degree year, click on the Personalize this visual icon. Removed the degree (leading Summer, Fall, and Spring) and add terms from the .









Degrees Awarded: Demographics

## **Grade Distributions: Information**

## Link to Information Page



# Grade Distributions: Information

### Summary

This dashboard displays grade distributions by course.

Included: All courses with grades and associated faculty/instructors for a term.

#### Data Source:

The data source for this dashboard is OIR frozen course enrollment files.

Course enrollment information is as of end-of-term where available. The current term will have beginning-of-term (14th day) course enrollments.

It is important to note that course enrollment on this Grade Distribution dashboard will not match course enrollment on the Census Enrollment dashboard, since Grade Distribution reflects end-of-term, while Census Enrollment reflects beginning-of-term.

### **Notes and Definitions**

Academic Year includes Fall, Spring, Summer.

#### Cross-Listed Courses

Courses that are cross-listed and offered as separate sections taught by the same instructor at the same time in the same location are counted as a single course, and the enrollment for all the sections are combined into a single enrollment number. This includes the 4000/6000 courses, the 7000/8000 courses, and the courses that are cross-listed in multiple departments. For courses cross-listed in multiple departments, the course will appear in both departments.

### Courses with Multiple Instructors

For courses with multiple instructors, the teaching load count and course hours are pro-rated according to the percent responsibility in SIAASGN.

#### Course Success

% SuccessABC is defined as the total number of A-C grades divided by the total number of A-F and W grades.

### EOT Cumulative GPA

End of Term Cumulative Grade Point Average earned by the student as of the end of the semester, including transfer grades and grades earned at the University of Memphis

#### EOT Term GPA

End of Term Grade Point Average earned by the student for the semester at the University of Memphis

#### SETE Effective Teacher Rating

Displays the average score on Question 9 of the Student Evaluation of Teacher Effectiveness for the instructor for the course.

### Grade Distribution

<u>Grade Distribution Report</u> (Power BI - Restricted) – Customizable report based on term, college, dept, level. Indicates the faculty, course section, enrollment, enrollment capacity, withdrawal rate, success rate, average course GPA, student evaluation of teacher effectiveness (SETE), and grade distribution.

To view an overall average, you can scroll down to the "Total". Depending on whether you are in the "App version", the way to export will be different.

The SETE score that is displayed is the response to Question 9, "In general, the instructor was an effective teacher." If a course section does not have SETE responses for this question, the SETE scores are not provided.

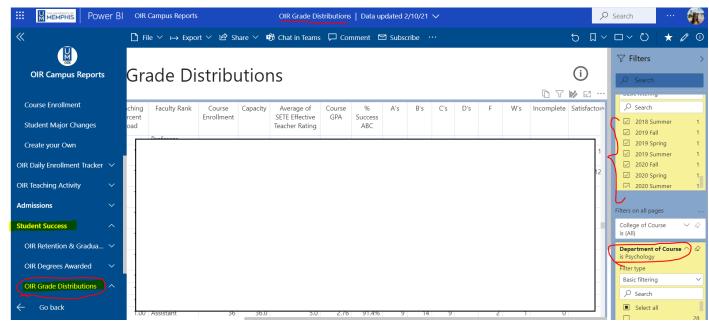
If more than one faculty member is teaching the course, to view the co-instructor, click the Primary Faculty Indicator filter to ensure "Y" is not checked.

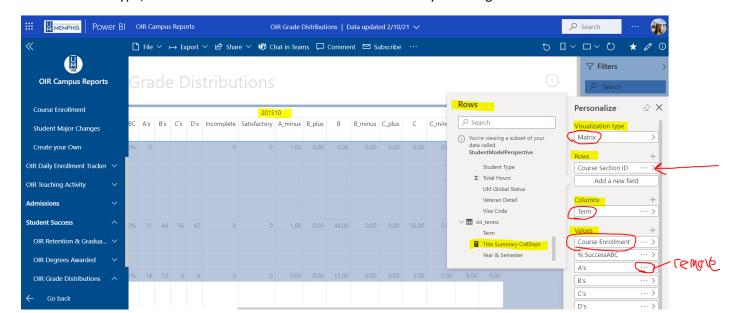




### Personalize example:

You may want to filter or subset your data before selecting personalize or you can filter after creating the visualization.

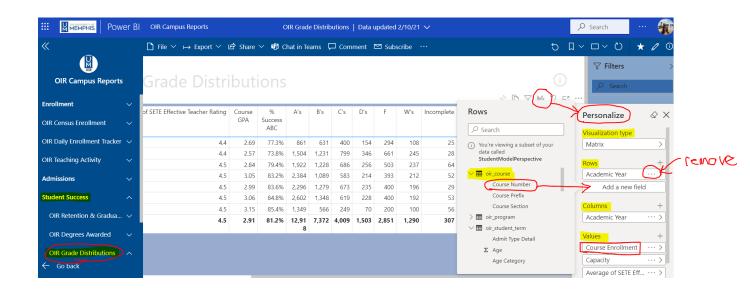




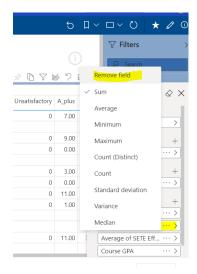
In Visualization type, create a Crosstab or Matrix instead of a Table by selecting 'Matrix'.

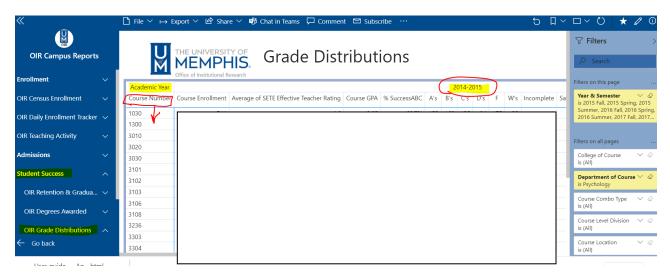
To view a matrix showing the course number with the academic year listed chronologically from left to right:

Remove any default Rows and Columns and select Course Number and Academic Year.



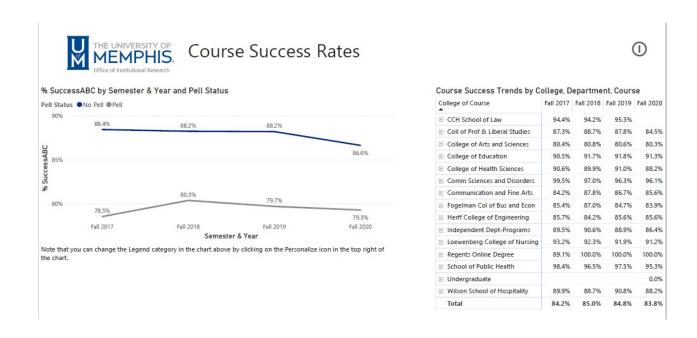
Remember to click on the three dots to view more options. Select options to remove a field. Numeric values can be displayed in a variety of ways.



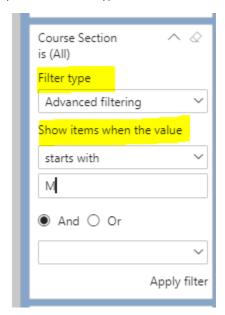


## **Course Success Rates**

<u>Course Success Rates</u> – Course success trends over time



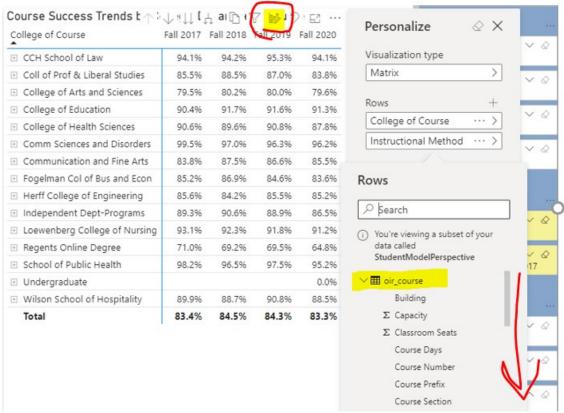
## Filter by Course Section type:



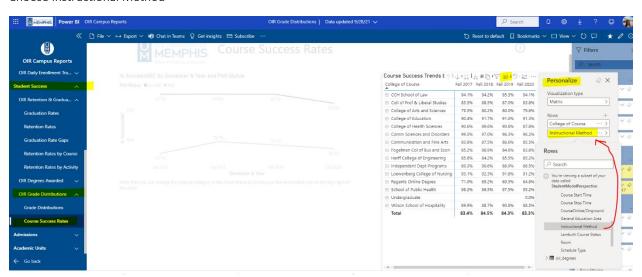
View Course Success Rates by Instructional Method of the Course (e.g., WEB Asynchronous, Remote Synchronous, etc.) or Room (e.g., REM).

Personalize the matrix entitled Course Success Trends College, Department, Course by hovering at the top over the chart until you see "Personalize this visual". Add the Instructional Method feature variable from the oir\_course

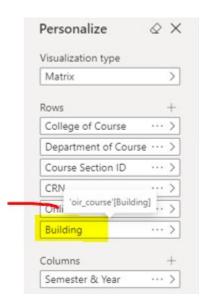
table. Subset the data by making selections with the filters on the far right. Once you view the data of interest, export it by clicking on the ellipses at the top right and selecting 'Export data'.



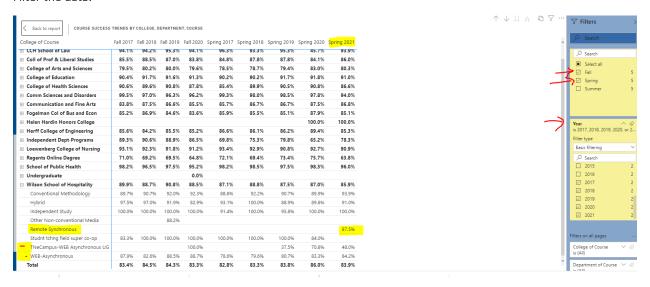
### Choose Instructional Method



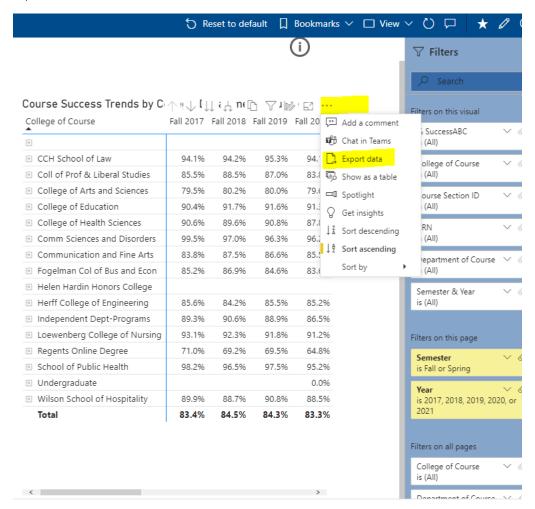
Or choose Building



### Filter the data:

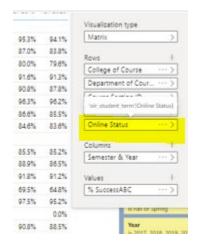


### Export the data:



## View Course Success Rates by Online Status of the Student

Personalize the matrix entitled Course Success Trends College, Department, Course by hovering at the top over the chart until you see "Personalize this visual". Remove features that are not of interest. Add the Online Status feature variable from the oir\_student\_term table.



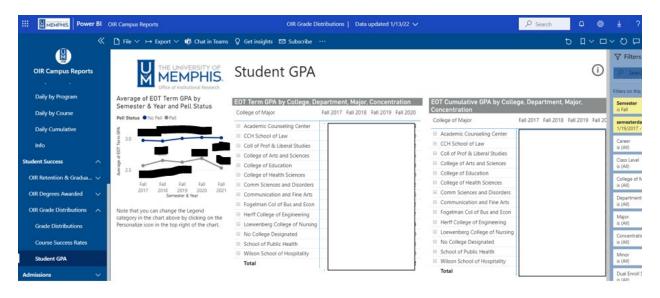
## Student GPA

#### **EOT Cumulative GPA**

End of Term Cumulative Grade Point Average earned by the student as of the end of the semester, including transfer grades and grades earned at the University of Memphis

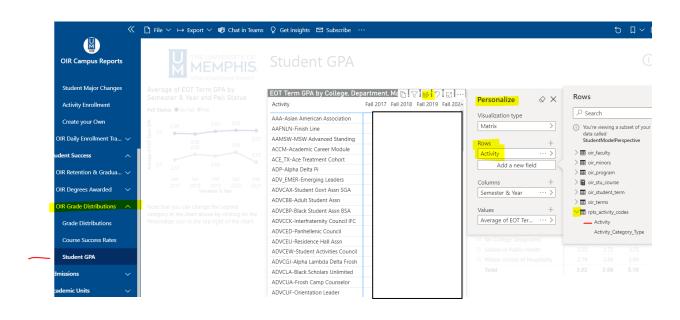
### **EOT Term GPA**

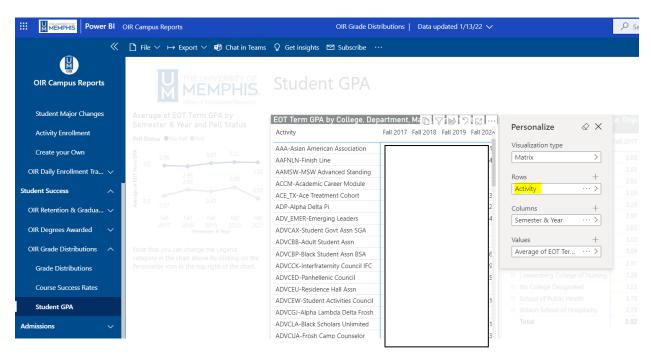
End of Term Grade Point Average earned by the student for the semester at the University of Memphis

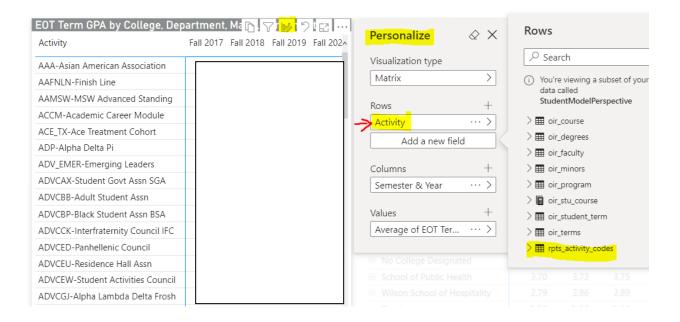


Users can personalize these tables.

Below is an example of personalizing by Activity code (Term specific). Please note that 'Ever' variables are also available, but to view the GPAs for students who participated in the activity during the term that the GPA is earned, the 'Term specific' variables are more appropriate.







## **ADMISSIONS**

## **Daily Application: Information**

Answers questions regarding applicants



#### Summary

This dashboard displays trend data on daily application activities, including the number of students who applied, were admitted, and enrolled.

Included: All students who submitted an application for a semester.

Excluded: Cancelled applications

#### Data Source:

The data source for this dashboard is the STUDENT\_ADMISSION\_SUMMARY\_HISTORY table in the Data Warehouse. Data is updated daily around 7 a.m., and reflects any changes in Banner as of midnight the previous night.

Note that there will be discrepancies between this dashboard and the OIR Census data, even on the 14th day of the registration term. Census data has been cleaned for anomalies, while this data reflects data

There will be anomalies in this dashboard. It reflects data in Banner as of a certain date. There will be missing and sometimes inconsistent data.

### Notes and Definitions

International Status - Any non-citizen student with a visa type is considered an International Student.

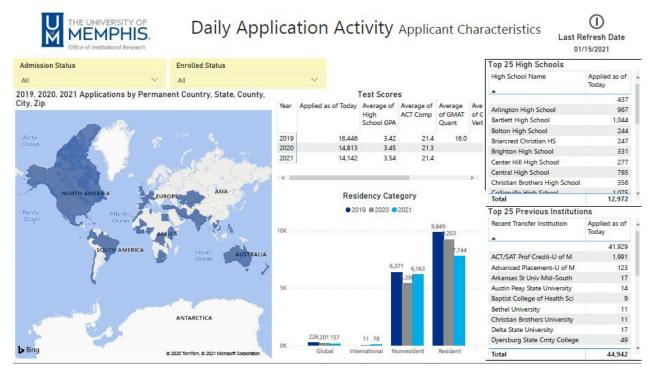
UM Global Program - If the student is in a program with a UMG campus code, ending in "-G", then the student is counted as Global

Graduate applications reflect only those applications that have been pushed to Banner. Beginning Fall 2019, only applications with a decision are pushed to Banner.

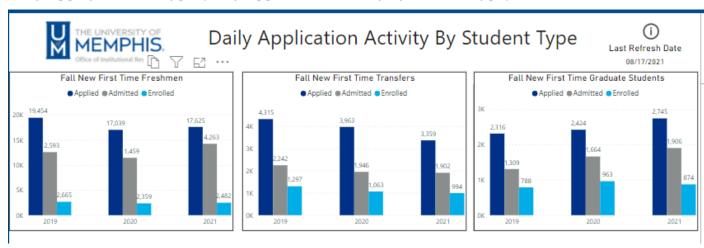
#### M OIR 1 **▽** Filters THE UNIVERSITY OF MEMPHIS. Daily Application Activity (New, Transfer, Readmit) Last Refresh Date OIR Campus Reports 01/15/2021 Full Time Faculty Teaching Lo.. Fall Applied as of Day-220 Fall Admitted as of Day-220 Fall Enrolled as of Day-220 Filters on this page Year Enrolled as Enrolled YoY% Enrolled as of Today of Census Applied Applied as YoY% of Census Year Admitted as Admitted Admitted as of Today YoY% of Census 14,142 -4.5% 2021 10,417 12.3% 2020 2019 9,278 -14.7% -9.9% 24,898 6,586 2019 10,873 v @ 27,171 18,063 Application Funnel by Program v & FAFSA Submitted OIR Daily Application Ac... ^ 2020 2021 Illed as Applied as Admitted as Enrolled as Applied as Admitted as Enrolled as Oday of Today of Today of Today of Today of Today of Today No FAESA ● Submitted FAESA Degree Seeking Status $\ \lor \ \oslash$ is (All) Daily App Summary 16,440 10,869 14,804 9,276 14,097 10,415 Daily App by Student Type 1,321 1,536 College is (All) 1,539 V Q Go back 9,278

## Daily App Summary: Application Activity (New, Transfer, Readmit)

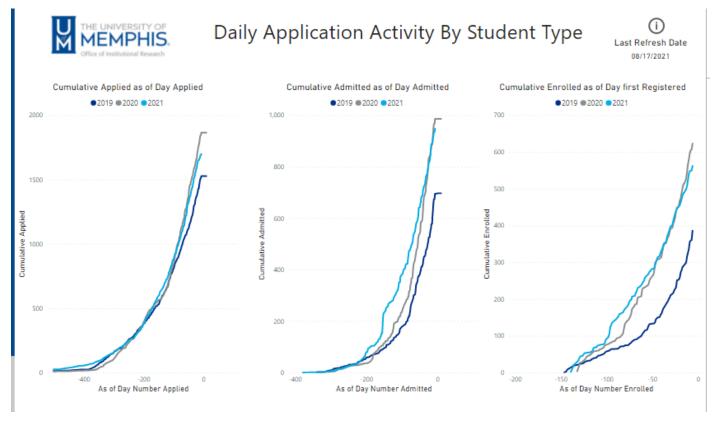
## Applicant Characteristics (Daily Application Activity: Applicant Characteristics)



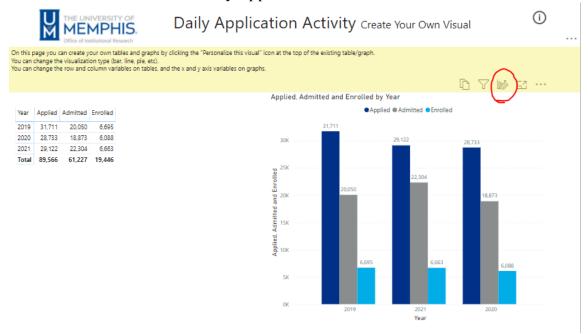
## Daily App by Student Type (Daily Application Activity by Student Type)

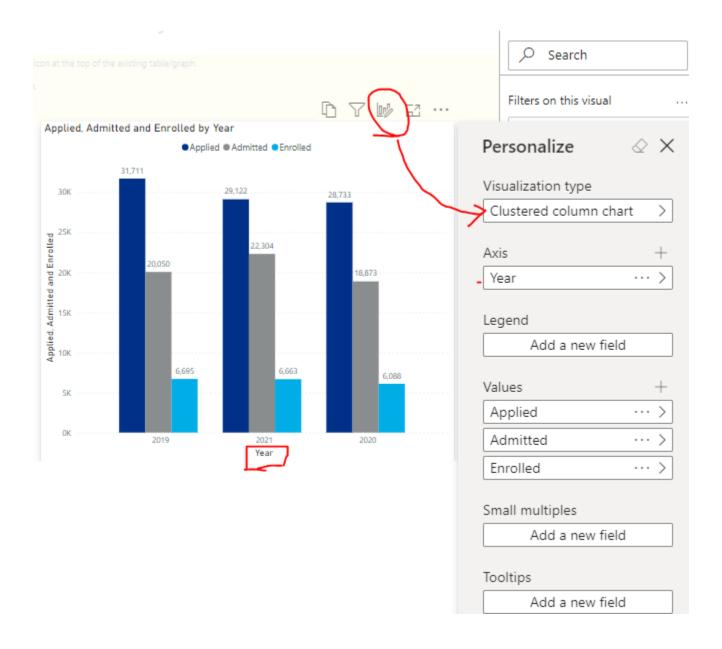


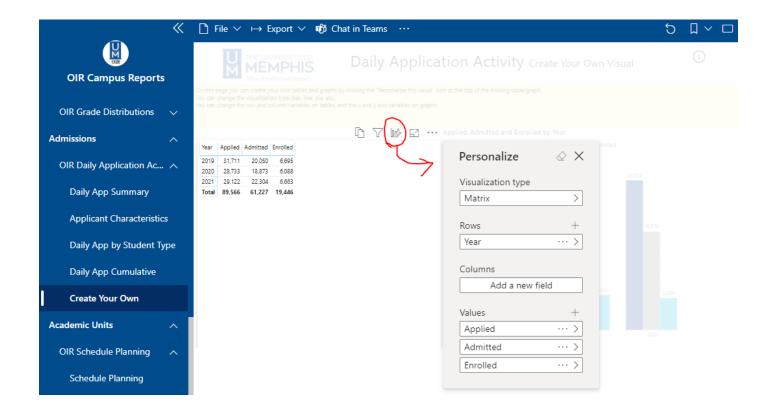
## Daily App Cumulative



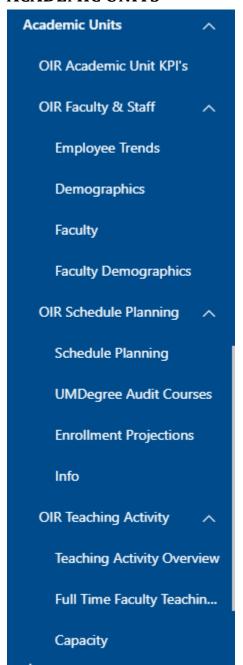
## Create Your Own Visual of Daily Applications





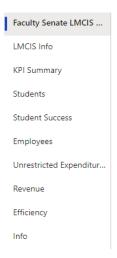


## **ACADEMIC UNITS**



## **OIR Academic Unit KPIs**

KPIs to inform Faculty Senate Lean Management and Continuous Improvement Strategies:



## **OIR Faculty and Staff**

Professional

1.217

814 761.3

405.3

1.236 411.6

851 808.0

**Employee Trends** Power BI OIR Campus Reports OIR Faculty & Staff | Data updated 3/27/22 V M ▼ Filters (i) OIR Campus Reports **Employee Trends** MEMPHIS. Headcount by Semester Year and Full Time/Part Time Status OIR Academic Unit KPI's Fall2021 ● Full Time ● Part Time OIR Faculty & Staff 1,027 ull Time Faculty Headcount Part Time Faculty Headcount Employee Trends 2,474 1,091 Graduate Assistant Headcount Faculty 1,942 OIR Schedule Planning Headcount by Employee Skill Classification Headcount by Division, College, Department Department is (All) Fall2017 Fall2018 Fall2019 Fall2020^ Fall2017 Fall2018 Fall2019 Fall2020 Fall20 OIR Teaching Activity Semester Year Headcount Employee Headcount Employee Headcount Employee Headcount FTE FTE FTE Employee Skill Classification 3,654 3,542 Academic Affairs 3,692 Teaching Activity Overviev Advancement Clerical or secretarial 545 351.3 137 144 143 Executive admin or managerial Business and Finance 241 241 235 211 Capacity 1,517 1,092.8 1,523 1,107.2 1,560 1,123.2 External Relations 22 27 22 Faculty at Campus School, Lipman and Community Music 27.0 26.0 32 31.3 115 120 114 116 Information Technology S

15.0

431.9 826.0

1,298

880

358 352 338

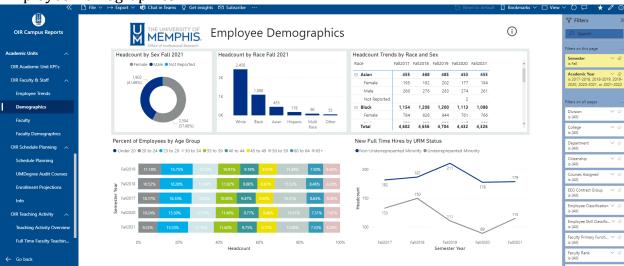
23

294

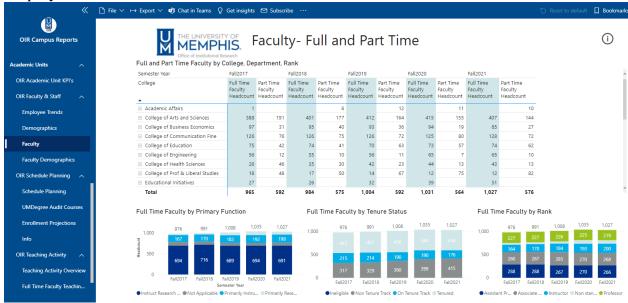
Operations and Facilities

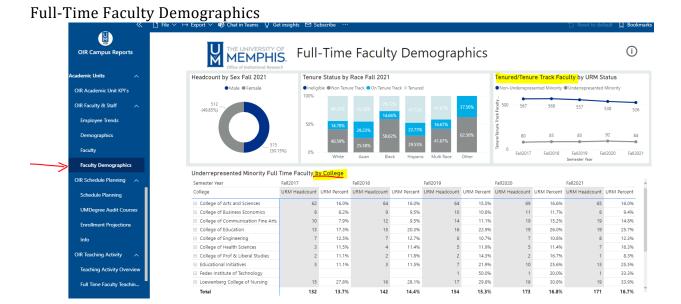
President Units

**Employee Demographics** 



## Employee - Full and Part-time





## **OIR Schedule Planning (Links to other pages)**



## Schedule Planning Resources



#### **Census Enrollment Trends**

Use any time. Considers all majors of students. Sample questions:

How many majors were enrolled at the University in the last 3 Falls?

How many students with x major were enrolled in a course?

Use any time. Look at course fill rates as of census over time, and identify courses with low enrollments. Sample questions:

Teaching Activity: Course Capacity

How many students are registered in a course today compared to the same day last year and compared to last year's census date?

What are the historical low enrollment courses?

#### **Enrollment Projections**

Use after the first day of class when planning for the upcoming semester. For Spring planning, use after Fall first day of class. Only considers primary majors.

Sample questions:

How many seniors are expected to be enrolled in a major next semester?

How many students are projected to be enrolled in a course next semester?

#### **UM Degree Audit Courses**

For Spring Planning, use this dashboard May-November.

For Fall Planning, use this dashboard December -April.

Sample questions:

How many students must take or may take a course to meet a degree requirement?

#### Daily Enrollment by Course

Use when registration has opened for an upcoming semester. See course and section capacity to identify areas where additional sections may need to be added. Sample questions:

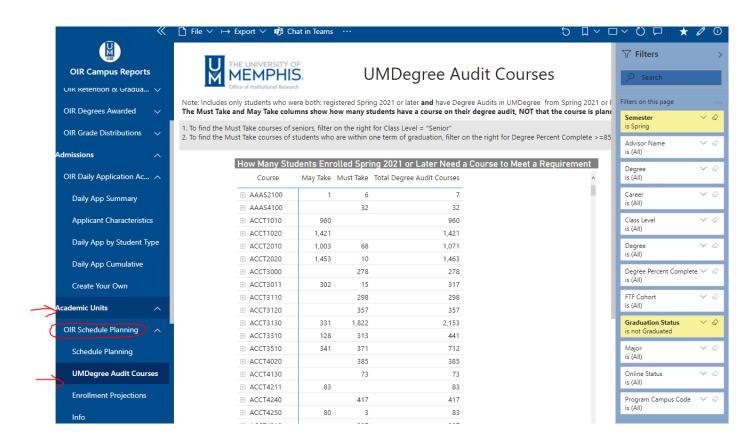
How many students are registered in a course today compared to the same day last year and compared to last year's census date?

What are the courses in the upcoming semester with the highest percent filled rates?

## **UMDegree Audit Courses**

Indicates all courses on a student's degree audit that are MUST TAKE or MAY TAKE for future terms. Only degree audit courses for students who were registered in the previous semester or the upcoming semester are included. For example, Fall 2021 will show degree audit courses of students who were enrolled in Spring 2021 and/or Fall 2021.

Important NOTE: This does not reflect the planned courses of a student for the upcoming semester, but instead reflects all courses that must or may be taken as part of the student's degree audit.



## **Enrollment Projections**

Shows enrollment history of majors. For students with multiple majors, only the first major is considered. Using a Markov transition matrix, this enrollment history is then used to calculate projected majors for the upcoming semester based on the current number of majors and applying the probability of being retained and in the same major and assumes the number of new students will be the same as the number in the prior year.

Headcount of Students by M	lajor and	d Projec	ted Hea	dcount			
Major	201710	201810	201910	202010	202110	202210 Projected	^
☐ Human Development and	86	84	93	79	97	109	
Learning		04	33	,,,	31	103	
Freshman	5	6	13	10	21	22	
Junior	27	30	25	23	27	27	
Senior	31	21	23	20	27	36	
Sophomore	23	27	32	26	22	24	

Also shows course enrollment projections, which is calculated as: the historical percent of majors enrolled in a course times the upcoming semester projected majors.

·	•	•	•	•			
Course Enrollment H	listory a	nd Proj	ected				
Course	201710	201810	201910	202010	202110	202210 Projected	^
⊕ ART4224	13	15	16	17	18	22	
⊕ ART4228					1	2	
⊕ ART4229	3	2	1	1			
⊕ ART4230	7	8	3	4	3	4	
⊕ ART4233	6	17	15	15	18	20	
⊕ ART4235	11	15	7	15	15	17	
⊕ ART4321	9	6	11	10	10	12	
⊕ ART4322		1	1	4	5	6	

## **Teaching Activity: Information**

<u>Teaching Activity</u> (Power BI - Restricted) - Customizable reports based college, dept., faculty or course.

Full time faculty teaching loads, data for new faculty hire justifications, instructional faculty by tenure status and rank, course capacity, instructor load detail.

Answers questions regarding Hiring Justification



## Teaching Activity Dashboard: Information

This dashboard displays faculty teaching activity information.

Included: All courses and associated faculty/instructors

Excluded: Faculty who did not teach a course for the term will not show up on this dashboard for that term. For a complete headcount of Faculty (including nonteaching faculty and research faculty), see the OIR HR dashboard.

#### **Data Source:**

The data source for this dashboard is OIR frozen course enrollment files.

Course enrollment information is as of end-of-term where available. The current term will have beginningof-term (14th day) course enrollments.

It is important to note that course enrollment on this Teaching Activity dashboard will not match course enrollment on the Census Enrollment dashboard, since Teaching Activity reflects end-of-term, while Census Enrollment reflects beginning-of-term.

#### **Notes and Definitions**

Academic Year includes Fall, Spring, Summer.

Courses that are cross-listed and offered as separate sections taught by the same instructor at the same time in the same location are counted as a single course, and the enrollment for all the sections are combined into a single enrollment number. This includes the 4000/6000 courses, the 7000/8000 courses, and the courses that are cross-listed in multiple departments. For courses cross-listed in multiple departments, the course will appear in both departments.

#### Courses with Multiple Instructors

For courses with multiple instructors, the teaching load count and course hours are pro-rated according to the percent responsibility in SIAASGN.

% SuccessABC is defined as the total number of A-C grades divided by the total number of A-F and W grades.

#### Faculty College/Faculty Department are defined as follows:

If the employee has an EEO Skill of 20 (Full Time Faculty), the Faculty College and Faculty Department come from the PEAEMPL screen in Banner. If this information does not match with an Academic Department, the Faculty College and Faculty Department are based on the faculty member's Discipline, as entered in Banner.

If the employee dos not have an EEO Skill of 20 (some Part Time Faculty, Administrative/Executive employees teaching a class, Temps), the Faculty College and Faculty Department are based on the Course College and Course Department.

The College Code "IN" is used for courses taught in Undergraduate Programs that are not in an Academic College. Primarily the ACAD

## **Teaching Activity: Overview**

Link



# Teaching Activity: Overview

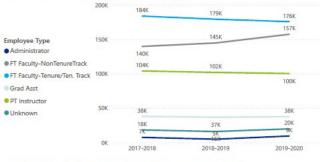


## All Colleges and Departments Fall, Spring

	2017-2018	2018-2019	2019-2020
Course Hours Taught	27,521.1	28,081.3	27,585.6
Student Credit Hours EOT	467,694	461,460	469,611
Course Enrollment	168,179	166,277	169,857
Course Enrollment by Majors	69,329	72,935	76,362
Course Sections	9,639	9,775	9,661
Regular Course Sections	7,530	7,607	7,632
Supervised Course Sections	2,112	2,170	2,032
Course Sections Online	1,111	1,303	1,460
Avg Course Hours Taught per Instructor	14.9	15.3	14.2
Avg Students Taught per Instructor	57.9	56.6	57.0
Avg Sections Taught per Instructor	5.7	5.8	5.5
% SuccessABC	83.4%	84.1%	85.1%

\*Note: Regular class sections include Clinical, Lecture, Lab, Musical Group Performance, Practicum, Private Lesson, Seminar, Studio, Workshop. Supervised Class Sections include Clerkship, Dissertation, Field Experience, Independent Study, Masters Thesis, Physical Education Activity, Research

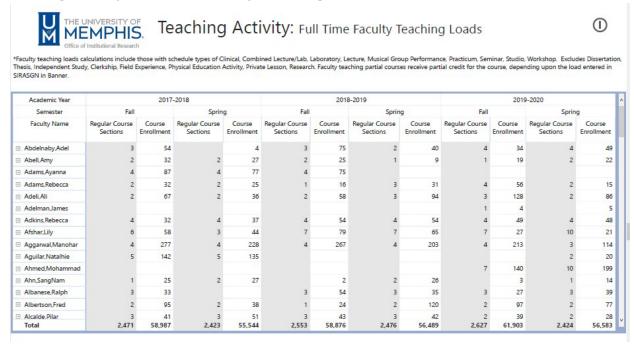
### Student Credit Hours by Employee Type



#### Teaching Headcount Details, by Rank and Tenure Status

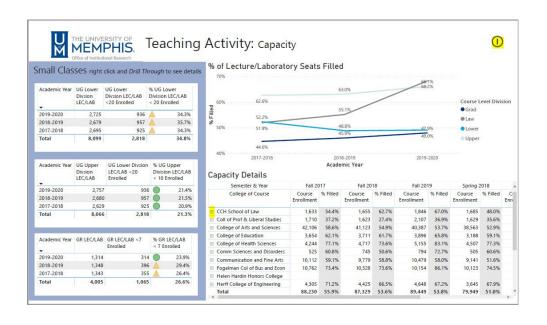
Employee Type	2017-2018	2018-2019	2019-2020
Administrator     ■ Administrator	28	25	32
■ FT Faculty-NonTenureTrack	269	282	305
	628	631	629
⊕ Grad Asst	186	190	210
PT Instructor	722	688	720
Unknown	33	32	60
Total	1,849	1,833	1,937

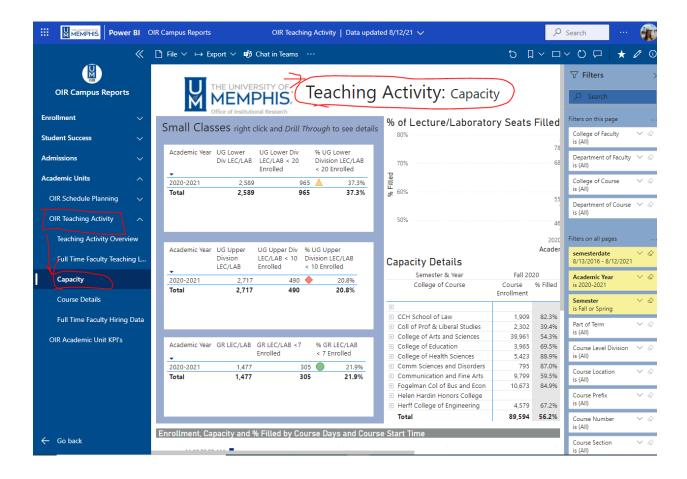
## Teaching Activity: Full Time Faculty Teaching Loads



## **Teaching Activity: Capacity**

Please remember to scroll down and to the right as needed. Shows course enrollments and course capacity as of end of term where available. The current term will have census date enrolments. The difference between this and the Census Course Enrollment dashboard is that the filters on the Teaching Activity dashboard are related to the course section rather than to the student. View low-enrollment courses (lower level less than 20, upper level less than 10, and graduate less than 7). View course enrollment by days and times.





Teaching Activity: Course

### Capacity Details

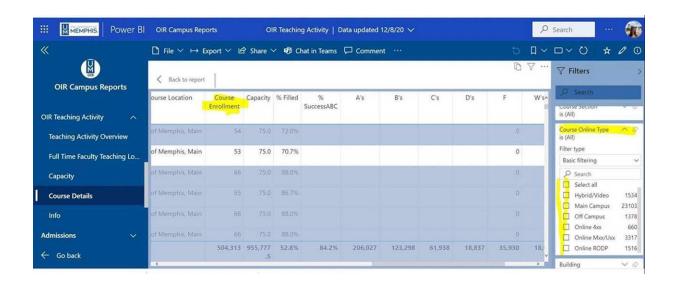
Semester & Year	Fall 20	017	Fall 20	18	Fall 20	19	Fall 20	20
College of Course	Course Enrollment	% Filled						
+								
	1,633	54.4%	1,655	62.7%	1,846	67.0%	1,909	82.3%
⊞ Coll of Prof & Liberal Studies	1,710	37.2%	1,623	27.4%	2,107	36.9%	2,302	39.4%
⊞ College of Arts and Sciences	42,106	58.5%	41,123	54.9%	40,387	53.6%	39,961	54.3%
□ College of Education	3,623	62.0%	3,711	61.6%	3,891	65.9%	3,965	69.5%
⊞ Counseling Edu Psyc and Rsrch	1,354	58.4%	1,305	56.0%	1,290	58.8%	1,235	59.7%
	1,966	67.2%	2,125	67.5%	2,332	72.5%	2,380	76.2%
	10	40.0%	23	92.0%	29	116.0%	27	108.0%
	21	84.0%						
			11	42.3%			20	76.9%

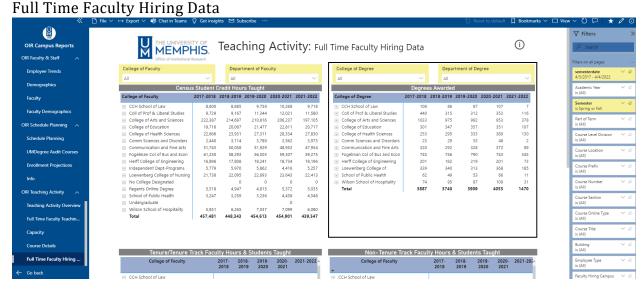
## 





View by Course Online Type



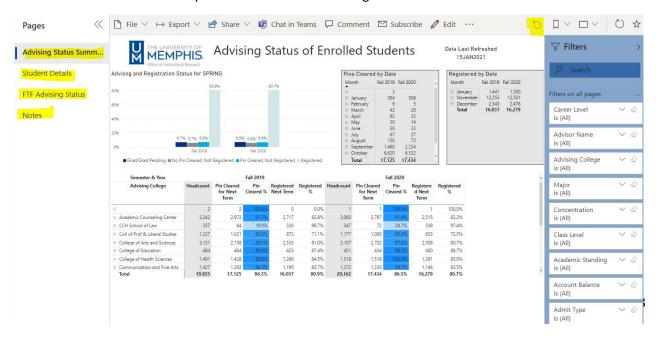


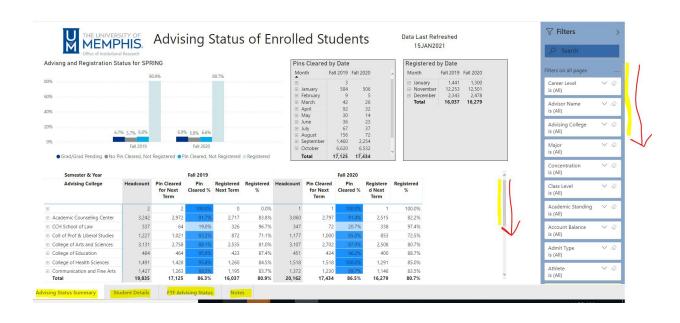
# OTHER Restricted Dashboards based on educational business purpose/role:

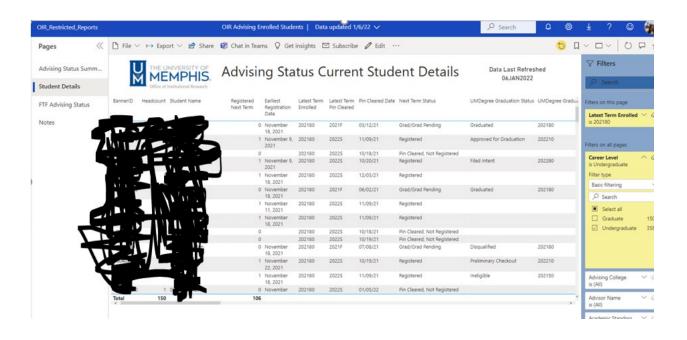
# Advising Dashboard Link

This dashboard can help you know which students have registered for the next semester. It is important to note that the advisor dashboard only shows the primary major because students would be advised by the advisor of their primary major. If a student of interest does not appear, remember to select the primary major of the student to view a student who has an additional major. If making selections based on program, it is possible the number of students may appear to be lower in the advising dashboard because students will not be counted if the primary major was not selected.

Note: Depending on how you navigate to the site, the page tabs may be on the left or at the bottom. Remember to attempt to scroll down or to the right to view additional information.







## **Advising Dashboard Notes:**

The population for this dashboard is all students with a course registration of Registered, Audit, or Withdrawn. Students who were Term Deleted or who Dropped (not withdraw) are excluded.

Only the student's PRIMARY major is captured in this dashboard. Therefore, total numbers will differ from other OIR dashboards that include multiple majors per student, such as the Daily Enrollment Tracker and the OIR Census Enrollment Dashboard.

This dashboard includes PII and as such should only be used by authorized users. Data should not be disseminated to others without the appropriate permissions.

The data for this dashboard updates daily and offers the opportunity to examine year-over-year comparison of advising and registration activity relative to the first day of classes of the next term. As such, the display of data in each term depends on when registration opens for the upcoming term.

On the Advising Status Summary page users can compare the percent of enrolled students year-over-year who are classified as Grad/Grad Pending, Pin Cleared/Pin Not Cleared, and Registered/Not Registered. These classifications are relative to the next term and registrations will only be seen as soon as registration has opened for the upcoming term.

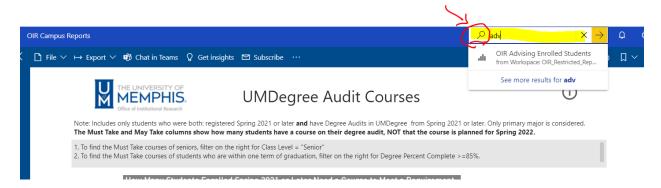
The Student Details page offers users the opportunity to quickly export student-level information to Excel for use in advising.

The FTF Advising Status page represents the pin clearance and registration activity by cohort year-over-year. In order to accurately use this table the user must be cautious in choosing which lines to compare. Users should never read straight across a line from one year to another. Rather users should focus on the number of years between the cohort year and the year of comparison. For example

If one is looking at a row corresponding to the Fall 2020 cohort's registration activity in Fall 2020 (i.e. the year in which they started at UofM) the appropriate comparison would be the registration activity of the Fall 2021 cohort in Fall 2021, the Fall 2019 cohort in Fall 2019 etc.

If one is looking at a row corresponding to the Fall 2019 cohort's registration activity in Fall 2020 (i.e. one year into their career at UofM) the appropriate comparison would be the registration activity of the Fall 2018 cohort in Fall 2019, the Fall 2020 cohort in Fall 2021 etc.

### Use the search bar to find a dashboard:



## Veterans Dashboard

Link



## LIST OF ALL EXISTING DASHBOARD PAGES:

To view all reports, click until all selections show ^ .



# **OIR Campus Reports** Demographics Faculty **Faculty Demographics OIR Schedule Planning** Schedule Planning **UMDegree Audit Courses Enrollment Projections** Info **OIR Teaching Activity** Teaching Activity Overview Full Time Faculty Teaching Loads Capacity Course Details Full Time Faculty Hiring Data OIR Peer Institutions Enrollment Admissions Faculty Graduation & Retention Financial Aid Institutional Financial Research KPIs Rankings 2024 Ranking Factors Info

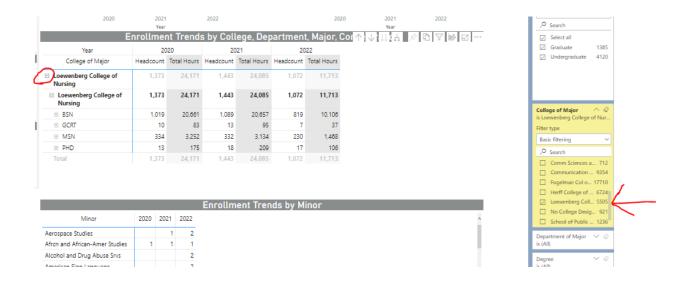
## ADDITIONAL EXAMPLES

Personalize a matrix type visualization to view headcount of concentrations enrolled at census in a specific college.

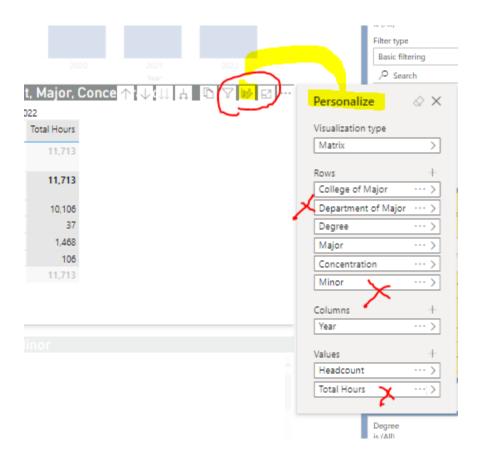


Select the filters for semesters of interest (e.g., Fall & Spring), years of interest, and all careers or program levels of interest.

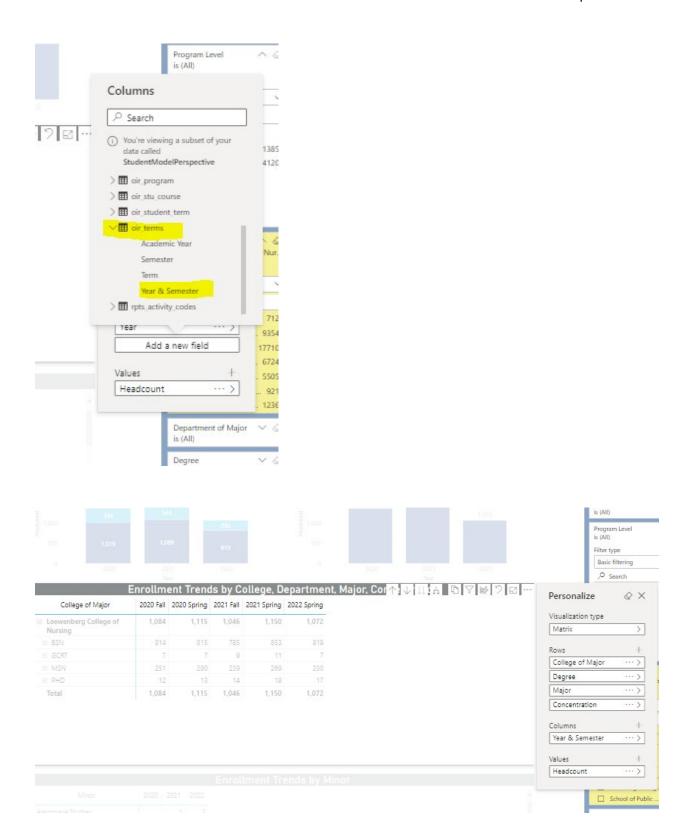




The default visualization is a matrix. I suggest personalizing to change the matrix slightly so you can view the individual terms. Remove variables or fields that are not of interest (e.g., Department, Minor, Total Hours).



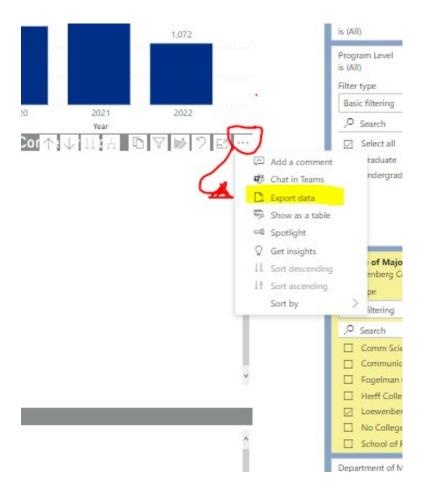
Add Year & Semester from the oir\_terms table.



Click the + in the table so the concentration will be visible.

	2020		)21 sar	2022		0	2020
		Enrollm	ent Trend	ls by C	ollege, D	epartmer	nt, Major, Cor🛧 🔱 👃
Colle	ge of Major	2020 Fall	2020 Spring	2021 Fall	2021 Spring	2022 Spring	
☐ Loewenb Nursing	erg College of	1,084	1,115	1,046	1,150	1,072	
<b>∃</b> BSN		814	815	785	853	819	
☐ Nursir	ng	814	815	785	853	819	
<b>⊟ GCRT</b>		7	7	9	11	7	
□ Family Practi	y Nurse tioner	7	7	8	10	7	
☐ Nursir	ng Education			1	1		
□ MSN		251	280	239	269	230	
☐ Nursir	ng	251	280	239	269	230	
Exec	utive Leadership	29	39	26	35	23	
Total		1,084	1,115	1,046	1,150	1,072	

Click ellipses to export the data



## Which data do you want to export? X Export your data in the format that suits your needs. If you have a lot of data, the number of rows you export might be limited depending on the file type you select. Learn more Data with current layout Summarized data Underlying data Export this data in the same Export the summarized data Export the raw data used to layout you see now, but used to create your visual (for calculate the data in your visual. without any icons, colors, or example, sums, averages, and other formatting you added. medians). File format: xlsx (Excel 150,000-row max)∨

Export

Cancel