

Program Review Data: Understanding Your Data

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Outline

- 1 Overview
- 2 Format, Terminology, Key Concepts
- 3 Report Components

Overview

- These slides will be at vieker.sites.truman.edu/talks.
- Each August, program review data are compiled via a massive Banner report.
 - For each academic department, 11 different reports are generated in .csv format.
 - These reports provide information at the University, School, Department, and Program levels across time.
- I then convert to .xlsx format, add some formatting, and distribute to Deans and Department Chairs.
- If new to this, *spend time exploring your department's data*.

Data Format

- A single .xlsx file with 11 tabs.
 - Assessment
 - Course Analysis
 - Degrees Granted
 - GSQ Majors Declared
 - Migration
 - Minors Awarded
 - Minors Declared
 - New Freshman, Transfers
 - Senior Test
 - Subject Course Analysis
- We'll walk through each of these.

Naming Conventions

- Semesters
 - “yyyy60” = Fall semester
 - “yyyy10” = Spring semester
 - “yyyy40” = Summer semester
 - Ex: 202260 = Fall 2022
- Organizational units
 - “Coll” = School (e.g. School of Arts and Letters)
 - “Dept” = Department (e.g. Art)
 - “Program” = Program (e.g. BFA in Design)

Key Concepts

- Fiscal year
 - These data are organized by fiscal year.
 - Fiscal years are named for the calendar year in which they end and generally run July-June.
 - Fiscal year 2022 includes Summer 2021, Fall 2021, Spring 2022.
- Census day
 - A predetermined point, ~4 weeks into each semester, at which a “snapshot” is taken of key data points.
 - Not a Truman thing—a higher ed. thing.

Assessment

- Includes some information from the Portfolio process.
- Transformative Experiences Questionnaire (self-reported data).
 - If students participated in a High-Impact Experience (HIE), their self-reported questionnaire data are compiled here.
- Count and percentage.

Course Analysis

- Grades and GPAs assigned in courses taught by the Department's faculty, average class size, average number of advisees per faculty member, and contributions to the LSP/Dialogues.
- Credit hours generated at the undergrad and grad levels, student and faculty FTE, and the student to faculty ratio
 - Faculty FTE: how is it calculated?
 - FT (full-time faculty) FTE = 1
 - PT (part-time faculty) FTE = (number of credit hours taught)/12
 - FTS (full-time faculty split teaching) FTE = (number of credit hours taught)/9
 - AT (admin teaching) FTE = 0
 - LV (leave without pay) FTE = 0

Degrees Granted

- Number of degrees granted in your Program, Department, School, and the University overall (for both first and second majors over time).
- Disaggregated by gender and underrepresented status.

GSQ: Graduating Student Questionnaire

- Contains information from the GSQ (both percentage and count).
 - Satisfaction with:
 - the major overall
 - accessibility of instructors in the major
 - faculty advisor
 - availability of courses offered in the major
 - average number of hours spent on coursework within the major
- Reports these metrics for both first and second majors over time.

Majors Declared

- As of census day, number of students in a given semester who had declared a major in your Program, Department, School, and within the University overall.
- Reports both first and second majors and the undergrad and grad levels for fall, spring, and summer terms.
- Disaggregated by gender and underrepresented status.

Migration

- Number of students who began with a major in a given Program, broken down by outcome (continued on in the same Program, switched, stopped out, etc.).
- Reported at the Department and School level and are shown for four, five, and six year cohorts.

Minors Awarded

- Number of students who graduated with a minor in a given Program, Department, School, and the University overall across years.
- Disaggregated by gender and underrepresented status.

Minors Declared

- Number of students in a given fall, spring, or summer term who had declared a minor in a given Program, Department, School, and within the University overall.
- Disaggregated by gender and underrepresented status.

New Freshman, Transfers

- Number of first-time freshmen and the number of new transfer students with a major in a given Program, Department, School, and within the University overall.
- Disaggregated by gender and underrepresented status.

Senior Test

- Shows specific test results for your Program, Department, and School.
- Shows how many students scored above the 50th and 80th percentiles.
- By first and second majors and by fiscal year.

Subject Course Analysis

- Same information as Course Analysis, but by Program as well
- Useful for Departments with multiple Programs (e.g. Classical and Modern Languages).