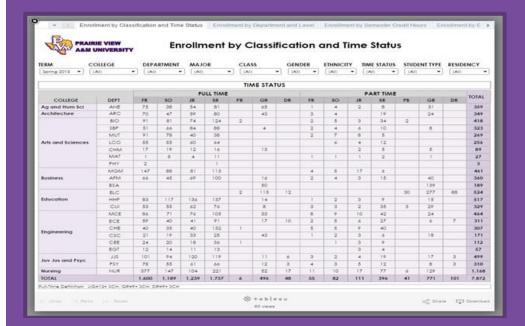## NEW DASHBOARD: Enrollments by College

Life in the IR:
News You Can Use

Need Help Tracking Special Groups? IR Can Help.

Office of Institutional Research & Effectiveness
July/August 2015

Institutional Research: Here to Serve!   www.pvamu.edu/ir

We Are Fully Staffed!

For the first time in two years, the Office of IR has a full 6-member staff! **Dr. Ming Mu Kuo**, is a former IR staff member who worked at PV as Data Technician from 2009 to 2011. During his 4-year absence from PVAMU, Dr. Kuo worked as Research Associate in the Institutional Research Office at the University of St. Thomas-Houston. He returns to PVAMU as Research Analyst with advanced technical skills. His primary tasks are extracting and validating data for state and federal mandates and outcome-based funding (OBF) as well as developing and documenting methodology for future projects. Ming is dedicated to the IR commitment to provide excellent customer service. We are glad to have him back!

Faculty Workload

Administrative Assistants tasked with respon-sibilities related with the Faculty Workload should place all workload documents on the Faculty Information share drive. This includes contracts, faculty database forms, transcripts, etc. **Documents should not be emailed.**

July and August Trainings

We continue to offer IR Trainings to help our customers learn more about our data reports and online resources.

- July 9 – Beginning Excel
- July 22 – Intermediate Excel
- August 6 – Using IR Online Resources
- August 19 – Using Tableau Reports

All trainings are held in 209 Gilchrist from 1:00-3:00 p.m. Register early. Computers are limited, so we encourage you to bring your own laptop or tablet.

> **ATTENTION DEANS: Send members of your staff to be trained in using our Tableau Dashboards or Excel.**

"NEWEST" Dashboard

We are continuing our efforts to develop data dashboards to offer you access to data 24 hours a day, 7 days a week. Our newest addition is the "University Enrollments by College" dashboard which provides users with term-by-term enrollment data by college and department. The dashboard presents data summaries by student level, time status, gender, ethnicity, and semester credit hours. We believe you will find this data extremely helpful as you plan for future students or assess changes over time.

The percent of requests using our Data Request Forms increased from 38% in March/April to 46% in May/June. We still have work to do. Help us out by using the request form the next time you need data.

Beyond the Dashboard Titles

We noticed that while the views of our data dashboards are increasing, the views of the first dashboard in each title far exceeds the views of the additional dashboards. When you use our dashboards, be aware that each dashboard title is made up of 4 to 9 individual dashboards with multiple graphic displays of information. So once you open a dashboard title, look for and select the individual tabs that will provide you with even more data.

Tracking Special Groups

Do you have a special group of students for whom you would like to track their academic progress? We can help. We are working to create a dashboard to track all University freshmen cohorts beginning with Fall 2008. If you have a special program group in your college or unit that you would like to monitor, send a message to the email address below and ask for more details.

Email: IRE@pvamu.edu
Phone: 936-261-2188