

Guide to Navigating the Program Review Dashboard

Compiled by the Planning, Research, and Institutional
Effectiveness (PRIE) Office

Dear SCC Department Chair,

For *quick* navigation through this guide, please click on the links embedded in the menu below (in the areas underlined) to go to a specific section of this guide.

MENU

To get started with the Program Review Dashboard:

Learn how to [locate the dashboard](#) (step 1, page 2).

Learn how to [log into the dashboard](#) (step 2, page 3).

Learn about [tabs included in the dashboard](#) (step 3, page 4).

To explore the tabs (step 3 continued) and features within the Program Review Dashboard:

Jump to the [Success](#) tab (page 5).

Jump to the [Success Race DI](#) tab (page 6).

Jump to the [Drop Rate](#) tab (page 7).

Jump to the [Enrollment](#) tab (page 8).

Jump to the [Headcount](#) tab (page 9).

Jump to the [WSCH/ FTE](#) tab (page 10).

Jump to the [Majors](#) tab (page 11).

Jump to the [Awards](#) tab (page 11).

Jump to the [Overview](#) tab (page 12).

Jump to the [Notes](#) tab (page 13).

Explore [bonus features](#) embedded within the dashboard (page 14).

For more information about the data featured in the Program Review Dashboard:

Learn about [data definitions](#) used in the development of the dashboard (step 4, page 16).

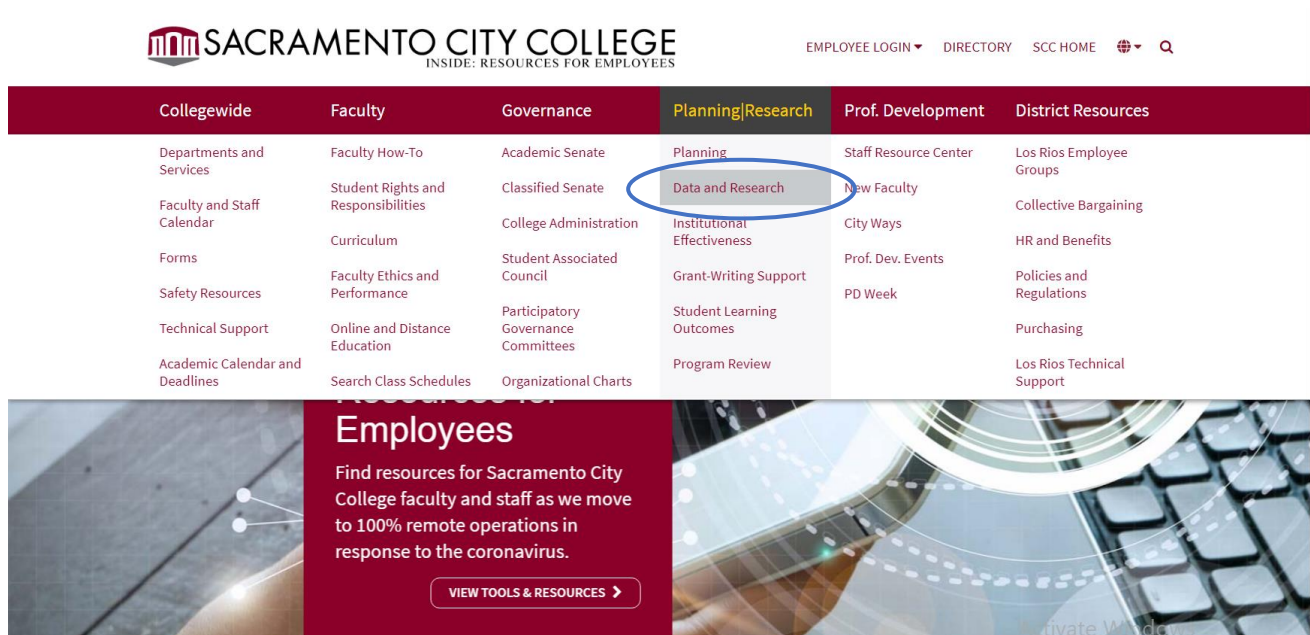
Find out answers to [questions you may have](#) (step 5, page 18).

Please use the “click here to return to the menu (page 1)” link included at the end of each section of this guide (lower right-hand corner) to return to the menu above.

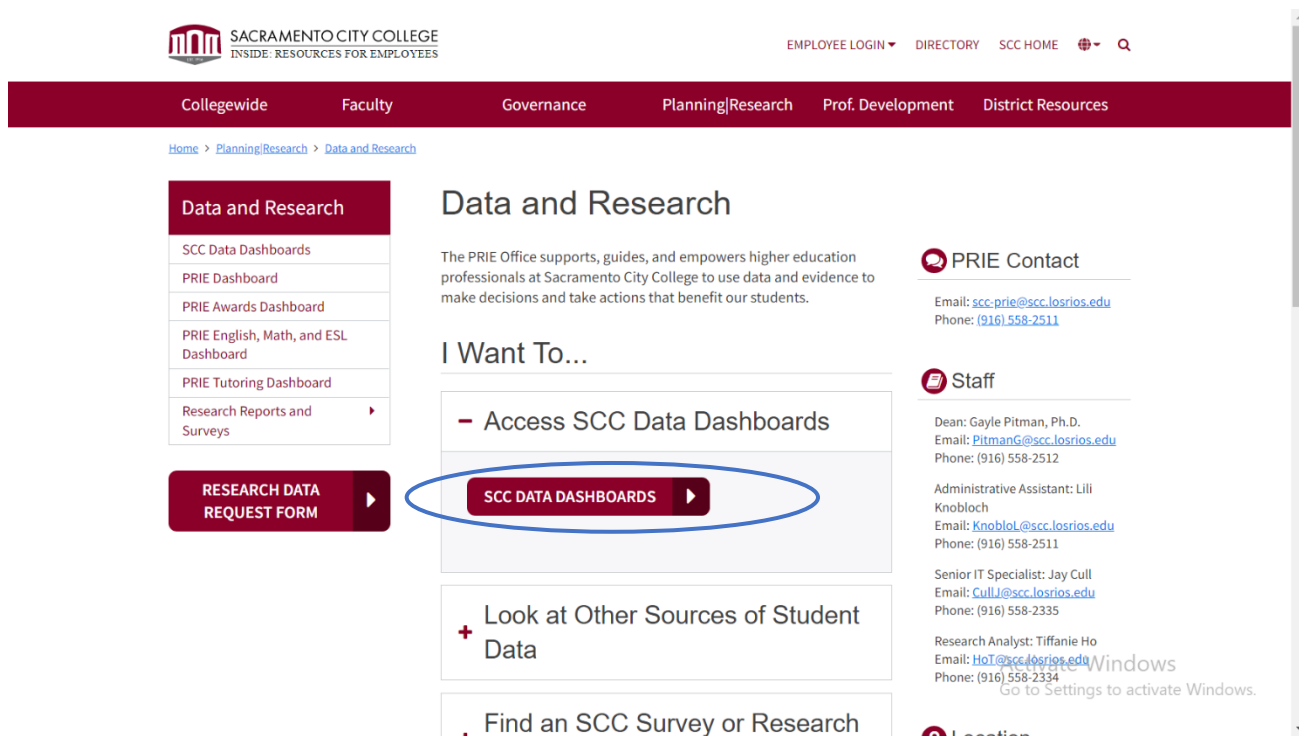
For questions and assistance, please contact the PRIE Office.

Step 1. Locate the Program Review Dashboard

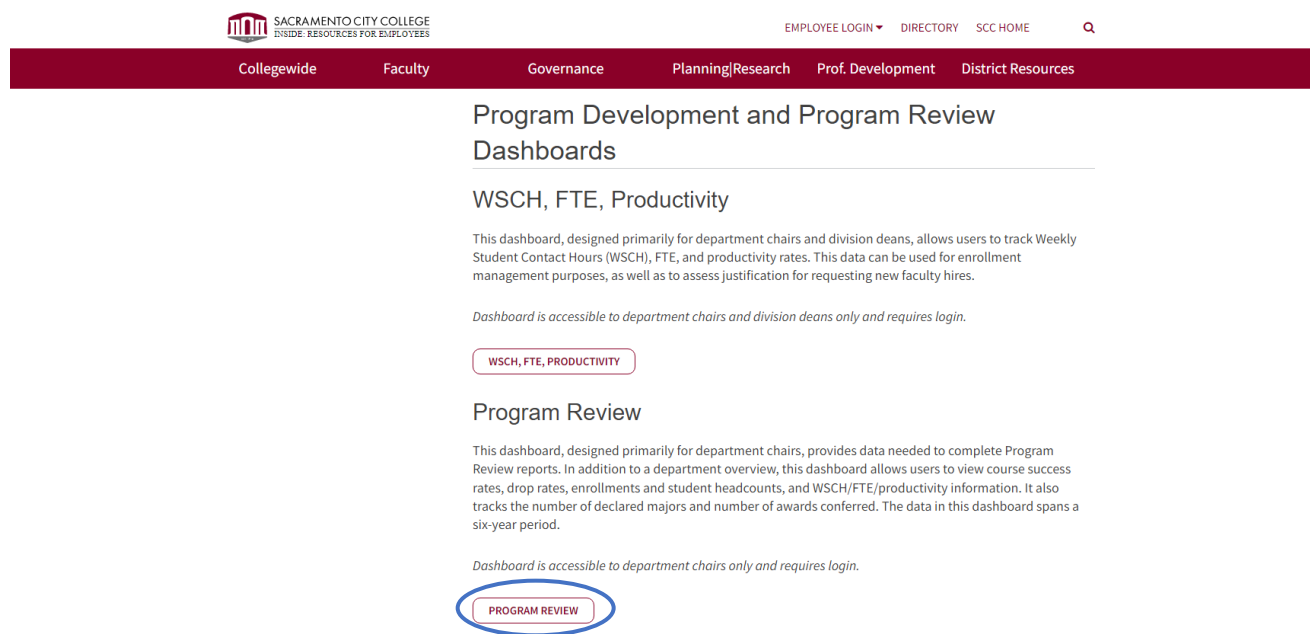
You may access the Program Review Dashboard by visiting the PRIE website starting from the SCC homepage at <https://inside.scc.losrios.edu/>. Hover over the "Planning/ Research" tab, then click on "Data and Research" in the drop-down menu.



You will be directed to the page below. Under "I Want To...", look for the "Access SCC Data Dashboards" tile, and click on the "+" symbol to expand the view. (Once view is expanded, the "+" symbol will turn into a "-" symbol.) Click on "SCC Data Dashboards."



You will be directed to a new page. Scroll down the page until you get to the “Program Development and Program Review Dashboards” area. Click on “Program Review.”



[Click here to return to the menu \(page 1\)](#)

Step 2. Log into the Program Review Dashboard

You will be prompted to access the Program Review Dashboard with a pop-up dialog box to sign in.

A screenshot of a 'Sign in' dialog box. It contains the URL 'https://scc-powerbi.scc.losrios.edu'. Below the URL are two input fields: 'Username' and 'Password'. At the bottom right, there are two buttons: 'Sign in' (in blue) and 'Cancel' (in white with a blue border).

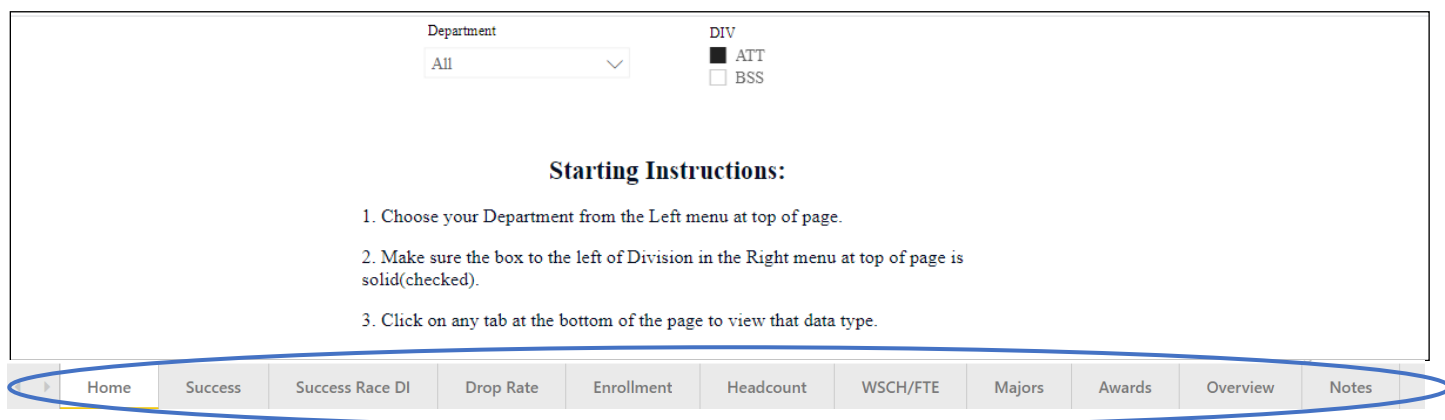
Enter the following information to log in:

- username (enter “w” followed by your seven-digit employee identification number, e.g., w1006893) and
- password (enter the one that you use to log into your Los Rios accounts)
- after signing in you will be automatically directed to the “home” tab

[Click here to return to the menu \(page 1\)](#)

Step 3. Explore the Data in the Program Review Dashboard

“Home” tab: After you log in you will be directed to this tab which shows you the division for which you will be seeing data. You will see data for only the division in which you are associated.



The screenshot displays the top section of the Program Review Dashboard. At the top, there are two filters: a 'Department' dropdown menu currently set to 'All' with a downward arrow, and a 'DIV' section with two radio buttons, 'ATT' (which is selected with a solid black circle) and 'BSS' (which is unselected with an empty square). Below these filters, the text 'Starting Instructions:' is centered. Underneath, there are three numbered instructions: 1. Choose your Department from the Left menu at top of page. 2. Make sure the box to the left of Division in the Right menu at top of page is solid (checked). 3. Click on any tab at the bottom of the page to view that data type. At the bottom of the dashboard, there is a horizontal row of eleven tabs: 'Home', 'Success', 'Success Rate DI', 'Drop Rate', 'Enrollment', 'Headcount', 'WSCH/FTE', 'Majors', 'Awards', 'Overview', and 'Notes'. The 'Home' tab is highlighted with a yellow border and is circled in blue. The other tabs have a light gray background.

Click on the tabs appearing at the bottom of your screen to navigate the Program Review Dashboard. Please see the pages that follow for more information about each tab.

[Click here to return to the menu \(page 1\)](#)

“SUCCESS” tab: This tab provides success data (by semester) for students who have enrolled in courses within the division. [Click here to learn about data definitions used in this tab.](#)

You may access information for the department(s) for which you are associated. Use the department drop-down menu to limit your search to a specific department, if you are associated with more than one. (If you are associated with only one department, the drop-down menu will only show one option.) You may also use the catalog number drop-down menu to narrow your search for a specific course within the department. Once the department and/or catalog number are selected, the information on this page will automatically update to reflect this search parameter.

Use the semester drop-down menu to select the semester (i.e., summer, fall, or spring) for which you would like to see data. Data are available (by semester) for the six most recent semesters selected. Once the semester is selected, the information on this page will automatically update to reflect this search parameter.

Select a specific characteristic by which you would like to view the data shown in the tables. (If no selection is made, as shown here, then information associated with *all* of the available characteristics are reflected in the tables.)

DIV
Name of division with which you are associated is shown

Department
 All

CATALOG NBR
 All

Semester
 Fall

Choose Characteristic
☐ Race
☐ LowIncome
☐ Gender
☐ Enrollment Status

Name of division with which you are associated is shown here

Values	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019
African American	52%	53%	55%	56%	58%
Asian	75%	76%	76%	77%	77%
Continuing Student	70%	71%	71%	73%	73%
Female	67%	68%	70%	70%	70%
Filipino	71%	74%	72%	74%	71%
First Time Student (New)	62%	61%	66%	63%	63%
First Time Transfer Student	67%	66%	69%	69%	69%
Hispanic/Latino	64%	64%	65%	66%	66%
Male	66%	67%	67%	69%	69%
Multi-Race	63%	64%	64%	66%	68%
Native American	54%	59%	61%	54%	65%
No	74%	74%	74%	75%	75%
Other Non-White	69%	64%	73%	65%	72%
Pacific Islander	62%	62%	62%	64%	69%
Total					

Values	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020
African American	53%	53%	57%	57%	60%	54%
Asian	77%	78%	78%	79%	79%	75%
Continuing Student	71%	74%	72%	76%	74%	69%
Female	69%	71%	71%	73%	72%	67%
Filipino	68%	77%	77%	70%	69%	67%
First Time Student (New)	65%	66%	70%	67%	69%	63%
First Time Transfer Student	68%	64%	67%	66%	68%	72%
Hispanic/Latino	64%	66%	64%	67%	66%	62%
Male	66%	67%	67%	69%	69%	65%
Multi-Race	59%	62%	67%	66%	66%	65%
Native American	59%	68%	55%	50%	43%	55%
No	74%	75%	73%	75%	72%	65%
Other Non-White	81%	43%	63%			
Pacific Islander	59%	72%	75%	67%	68%	64%
Total						

Values	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019
African American	52%	53%	55%	56%	58%
Asian	75%	76%	76%	77%	77%
Continuing Student	70%	71%	71%	73%	73%
Female	67%	68%	70%	70%	70%
Filipino	71%	74%	72%	74%	71%
First Time Student (New)	62%	61%	66%	63%	63%
First Time Transfer Student	67%	66%	69%	69%	69%
Hispanic/Latino	64%	64%	65%	66%	66%
Male	66%	67%	67%	69%	69%
Multi-Race	63%	64%	64%	66%	68%
Native American	54%	59%	61%	54%	65%
No	74%	74%	74%	75%	75%
Other Non-White	69%	64%	73%	65%	72%
Pacific Islander	62%	62%	62%	64%	69%
Total					

Home

Success

 Success Rate DI
 Drop Rate
 Enrollment
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Interpretation: During Fall 2020 female students in the department achieved a course success rate of 70% while these students in the division achieved a course success rate of 67%. The course success rate of female students in the department exceeds that of the college's population of female students.

[Click here to return to the menu \(page 1\)](#)

“SUCCESS RACE DI” tab: This tab provides information about the students’ course success rates and disproportionate impact (DI), indicated with a corresponding symbol, in tables for the six most recent semesters. [Click here to learn about data definitions used in this tab.](#)

DIV	Department		CATALOG NBR		Semester	
Name of division with which you are associated is shown here	All		All		Fall	
Dept						
Term RACE	Fall 2015 DI Success	Fall 2016 DI Success	Fall 2017 DI Success	Fall 2018 DI Success	Fall 2019 DI Success	Fall 2020 DI Success
African American	52%	53%	55%	56%	58%	54%
Asian	75%	76%	76%	77%	77%	78%
Filipino	71%	74%	72%	75%	71%	73%
Hispanic/Latino	64%	64%	65%	67%	66%	64%
Multi-Race	63%	64%	64%	66%	69%	66%
Native American	54%	59%	61%	54%	65%	61%
Other Non-White	69%	64%	73%	66%	72%	64%
Pacific Islander	62%	62%	62%	64%	69%	65%
Unknown	69%	72%	76%	74%	69%	67%
White	73%	73%	75%	75%	76%	75%
Total	67%	68%	68%	70%	70%	69%

You may access information for the department(s) for which you are associated. Use the department drop-down menu to limit your search to a specific department, if you are associated with more than one. (If you are associated with only one department, the drop-down menu will only show one option.) You may also use the catalog number drop-down menu to narrow your search for a specific course within the department. Once the department and/ or catalog number are selected, the information on this page will automatically update to reflect this search parameter.

Division						
Term RACE	Fall 2015 DI Success	Fall 2016 DI Success	Fall 2017 DI Success	Fall 2018 DI Success	Fall 2019 DI Success	Fall 2020 DI Success
African American	53%	53%	57%	57%	60%	54%
Asian	77%	78%	78%	79%	79%	75%
Filipino	68%	77%	77%	70%	69%	67%
Hispanic/Latino	64%	66%	64%	67%	66%	62%
Multi-Race	59%	62%	67%	66%	66%	65%
Native American	59%	68%	55%	50%	43%	55%
Other Non-White	81%	43%	63%			
Pacific Islander	59%	72%	75%	67%	68%	64%
Unknown	65%	81%	74%	78%	68%	68%
White	73%	73%	75%	76%	75%	72%
Total	68%	69%	70%	71%	71%	66%

Use the semester drop-down menu to select the semester (i.e., summer, fall, or spring) for which you would like to see data. Data are available (by semester) for the six most recent semesters selected. Once the semester is selected, the information on this page will automatically update to reflect this search parameter.

SCC Overall						
Term RACE	Fall 2015 DI Success	Fall 2016 DI Success	Fall 2017 DI Success	Fall 2018 DI Success	Fall 2019 DI Success	Fall 2020 DI Success
African American	52%	53%	55%	56%	58%	54%
Asian	75%	76%	76%	77%	77%	78%
Filipino	71%	74%	72%	75%	71%	73%
Hispanic/Latino	64%	64%	65%	67%	66%	64%
Multi-Race	63%	64%	64%	66%	69%	66%
Native American	54%	59%	61%	54%	65%	61%
Other Non-White	69%	64%	73%	66%	72%	64%
Pacific Islander	62%	62%	62%	64%	69%	65%
Unknown	69%	72%	76%	74%	69%	67%
White	73%	73%	75%	75%	76%	75%
Total	67%	68%	68%	70%	70%	69%

Interpretation: During Fall 2020, African American, Hispanic/Latino, and multi-race students experienced disproportionate impact in course success rates, achieving rates of 54%, 64%, and 66%, respectively, below the college’s overall course success rate of 69%.

Q: Why are Hispanic/ Latino students disproportionately impacted while non-White students are not (although approaching disproportionate impact), even though both groups achieved the same course success rate (64%)?

A: Issued by the CCCCO, disproportionate impact for a student group is determined by its course success rate meeting specified percentage point gap thresholds that are based on the size of the group’s course enrollments. The percentage point gap threshold (or larger margin of error) is instituted to account for sensitivity in changes as a result of changes from a small number of course successes or non-successes. Hence, groups with greater course enrollments in the college (i.e., Hispanic/ Latino students) must achieve course success rates within a smaller margin of error (both above and below) from the college’s overall performance (69%) than would groups with fewer course enrollments in the college (i.e., other non-White students) in order to avoid the disproportionate impact classification.

(See note on this page for more information concerning CCCCO thresholds.)

Note: For any student group with ten (10) or fewer students, data are not disclosed for the group per the CCCCO’s data reporting guidelines. CCCCO data reporting guidelines and percentage point gap thresholds accessible at <https://www.cccco.edu/-/media/CCCO-Website/About-Us/Divisions/Digital-Innovation-and-Infrastructure/Research/Files/PercentagePointGapMethod2017.ashx>

[Click here to return to the menu \(page 1\)](#)

“DROP RATE” tab: This tab provides information about the students who enrolled in but withdrew from courses they did not complete that are associated with the department. [Click here to learn about data definitions used in this tab.](#)

You may access information for the department(s) for which you are associated. Use the department drop-down menu to limit your search to a specific department, if you are associated with more than one. (If you are associated with only one department, the drop-down menu will only show one option.) You may also use the catalog number drop-down menu to narrow your search for a specific course within the department. Once the department and/or catalog number are selected, the information on this page will automatically update to reflect this search parameter.

Use the semester drop-down menu to select the semester (i.e., summer, fall, or spring) for which you would like to see data. Data are available (by semester) for the six most recent semesters selected. Once the semester is selected, the information on this page will automatically update to reflect this search parameter.

Select a specific characteristic by which you would like to view the data shown in the tables. (To select, click on a box to shade it. To de-select, click on the box to un-shade it.) The tables and graphs on this page will automatically update to reflect this search parameter.

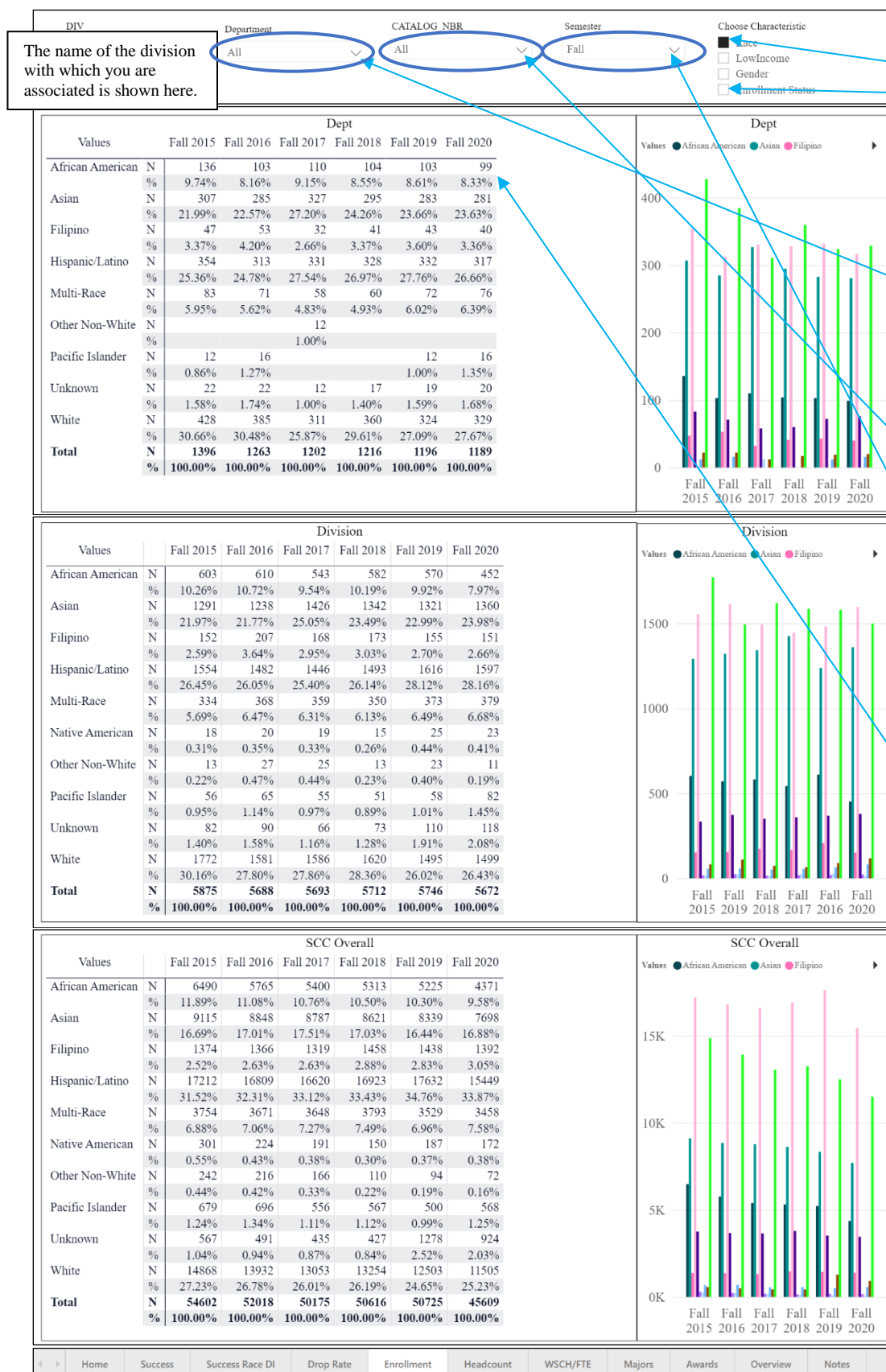


Interpretation: Within the department during Fall 2020, African American students dropped 25% of courses they enrolled in.

Note: A student who dropped multiple courses offered in the same department or division will contribute to multiple drops. For example, three course drops from the same student will result in three withdrawal (W) notations included in the course drop rate calculation.

[Click here to return to the menu \(page 1\)](#)

“ENROLLMENT” tab: This tab provides information about the number of course enrollments from students who enrolled in courses in the department. [Click here to learn about data definitions used in this tab.](#)



Select a specific characteristic by which you would like to view the data shown in the tables. (To select, click on a box to shade it. To de-select, click on the box to un-shade it.) The tables and graphs on this page will automatically update to reflect this search parameter.

You may access information for the department(s) for which you are associated. Use the department drop-down menu to limit your search to a specific department, if you are associated with more than one. (If you are associated with only one department, the drop-down menu will only show one option.) You may also use the catalog number drop-down menu to narrow your search for a specific course within the department. Once the department and/or catalog number are selected, the information on this page will automatically update to reflect this search parameter.

Use the semester drop-down menu to select the semester (i.e., summer, fall, or spring) for which you would like to see data. Data are available (by semester) for the six most recent semesters selected. Once the semester is selected, the information on this page will automatically update to reflect this search parameter.

Interpretation: Within the department during Fall 2020, 99 course enrollments were attributed to African American students and comprised 8.33% of the department's total number of course enrollments.

Note: A student who enrolled in multiple courses in the same department or division will contribute to multiple enrollments.

[Click here to return to the menu \(page 1\)](#)

“HEADCOUNT” tab: This tab provides information about the number of students who enrolled in courses associated with the department. [Click here to learn about data definitions used in this tab.](#)



Select a specific characteristic by which you would like to view the data shown in the tables. (To select, click on a box to shade it. To de-select, click on the box to un-shade it.) The tables and graphs on this page will automatically update to reflect this search parameter.

You may access information for the department(s) for which you are associated. Use the department drop-down menu to limit your search to a specific department, if you are associated with more than one. (If you are associated with only one department, the drop-down menu will only show one option.) You may also use the catalog number drop-down menu to narrow your search for a specific course within the department. Once the department and/or catalog number are selected, the information on this page will automatically update to reflect this search parameter.

Use the semester drop-down menu to select the semester (i.e., summer, fall, or spring) for which you would like to see data. Data are available (by semester) for the six most recent semesters selected. Once the semester is selected, the information on this page will automatically update to reflect this search parameter.

Interpretation: During Fall 2020, 355 Hispanic/ Latino students enrolled in and comprised 33.59% of the department's total number of students. Hispanic/ Latino students are overrepresented within the department, since this student group comprised 31.78% of the college's student population.

Note: A student who enrolled in multiple courses in the same department or division will contribute to a single headcount.

[Click here to return to the menu \(page 1\)](#)

“WSCH/ FTE” tab: This tab provides information about WSCH, FTE, and productivity—measures required in the program review report for analysis. [Click here to learn about data definitions used in this tab.](#)

DIV

The name of the division with which you are associated is shown here.

Department

All

You may access information for the department(s) for which you are associated. Use the department drop-down menu to limit your search to a specific department, if you are associated with more than one. (If you are associated with only one department, the drop-down menu will only show one option.)

Dept

Term	WSCH	FTE	Productivity
Fall 2015	224,636.46	439.52	511.09
Fall 2016	215,585.15	438.49	491.66
Fall 2017	208,585.84	437.17	477.13
Fall 2018	209,246.60	437.73	478.03
Fall 2019	203,986.48	428.10	476.49
Fall 2020	174,729.82	380.18	459.60
Spring 2016	210,019.53	433.89	484.04
Spring 2017	197,786.64	431.21	458.68
Spring 2018	194,825.12	440.69	442.09
Spring 2019	194,131.62	429.00	452.52
Spring 2020	188,812.77	414.71	455.28

Division

Term	WSCH	FTE	Productivity
Fall 2015	34,934.43	77.35	451.65
Fall 2016	34,481.36	77.87	442.83
Fall 2017	34,886.26	78.07	446.87
Fall 2018	35,380.97	81.69	433.10
Fall 2019	36,726.48	86.60	424.08
Fall 2020	32,650.73	78.75	414.63
Spring 2016	34,271.54	75.93	451.36
Spring 2017	31,752.85	75.94	418.12
Spring 2018	33,245.64	85.00	391.13
Spring 2019	34,678.65	82.90	418.31
Spring 2020	34,362.69	83.99	409.11

SCC Overall

Term	WSCH	FTE	Productivity
Fall 2015	224,636.46	439.52	511.09
Fall 2016	215,585.15	438.49	491.66
Fall 2017	208,585.84	437.17	477.13
Fall 2018	209,246.60	437.73	478.03
Fall 2019	203,986.48	428.10	476.49
Fall 2020	174,729.82	380.18	459.60
Spring 2016	210,019.53	433.89	484.04
Spring 2017	197,786.64	431.21	458.68
Spring 2018	194,825.12	440.69	442.09
Spring 2019	194,131.62	429.00	452.52
Spring 2020	188,812.77	414.71	455.28

Home
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“MAJORS” tab: This tab provides information about the number of students who declared a particular major associated with the department. [Click here to learn about data definitions used in this tab.](#)

You may access information for the department(s) for which you are associated. Use the department drop-down menu to limit your search to a specific department, if you are associated with more than one. (If you are associated with only one department, the drop-down menu will only show one option.)

Use the semester drop-down menu to select the semester (i.e., summer, fall, or spring) for which you would like to see data. Data are available (by semester) for the six most recent semesters selected. Once the semester is selected, the information on this page will automatically update to reflect this search parameter.

Department

The name of the department with which you are associated is shown here

(Click “+” to expand by Ed Goal)

Semester

Fall

Major

Fall 2015 Fall 2016 Fall 2017 Fall 2018 Fall 2019 Fall 2020

<p><input checked="" type="checkbox"/> Mathematics</p> <p><input checked="" type="checkbox"/> Mathematics-Transfer (CSU GE)</p> <p><input checked="" type="checkbox"/> Mathematics-Transfer IGETC CSU</p> <p><input type="checkbox"/> Award</p> <p><input type="checkbox"/> Exploration</p> <p><input type="checkbox"/> Job Skills</p> <p><input type="checkbox"/> Other</p> <p><input type="checkbox"/> Transfer Only</p> <p>Total</p>	<p>Numbers shown here indicate the number of students who declared this major.</p>
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Home

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Click on “+” to expand the view to see the number of students who declared a major in this area, separated by education goal type. Click on “-” to collapse the view for each major.

Note: A student may declare only one major.

[Click here to return to the menu \(page 1\).](#)

“AWARDS” tab: This tab provides information about the number of awards (certificate or degrees) that were conferred to students. [Click here to learn about data definitions used in this tab.](#)

Awards shown are listed as Associate Degrees (“AA” and “AS”) or certificate (“CERT”).

Associate degrees listed as “non-transfer” indicate the number of AA or AS degrees conferred without transfer to a 4-year institution.

Associate degrees listed as “transfer CSU GE” and “transfer IGETC CSU” indicate the number of AA or AS degrees conferred with transfer to a 4-year institution.

Department

The name of the department with which you are associated is shown here.

Award

2015-2016 2016-2017 2017-2018 2018-2019 2019-2020 2020-2021

<p>English</p> <p>AA</p> <p>English - Transfer (CSU GE)</p> <p>AA</p> <p>English - Transfer IGETC CSU</p> <p>AA</p> <p>Total</p>	<p>Numbers shown here indicate the number of awards that were conferred to students.</p>
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Home

Success

Success Rate DI

Drop Rate

Enrollment

Headcount

WSCH/FTE

Majors

Awards

Overview

Notes

Note: A student may be conferred multiple awards.

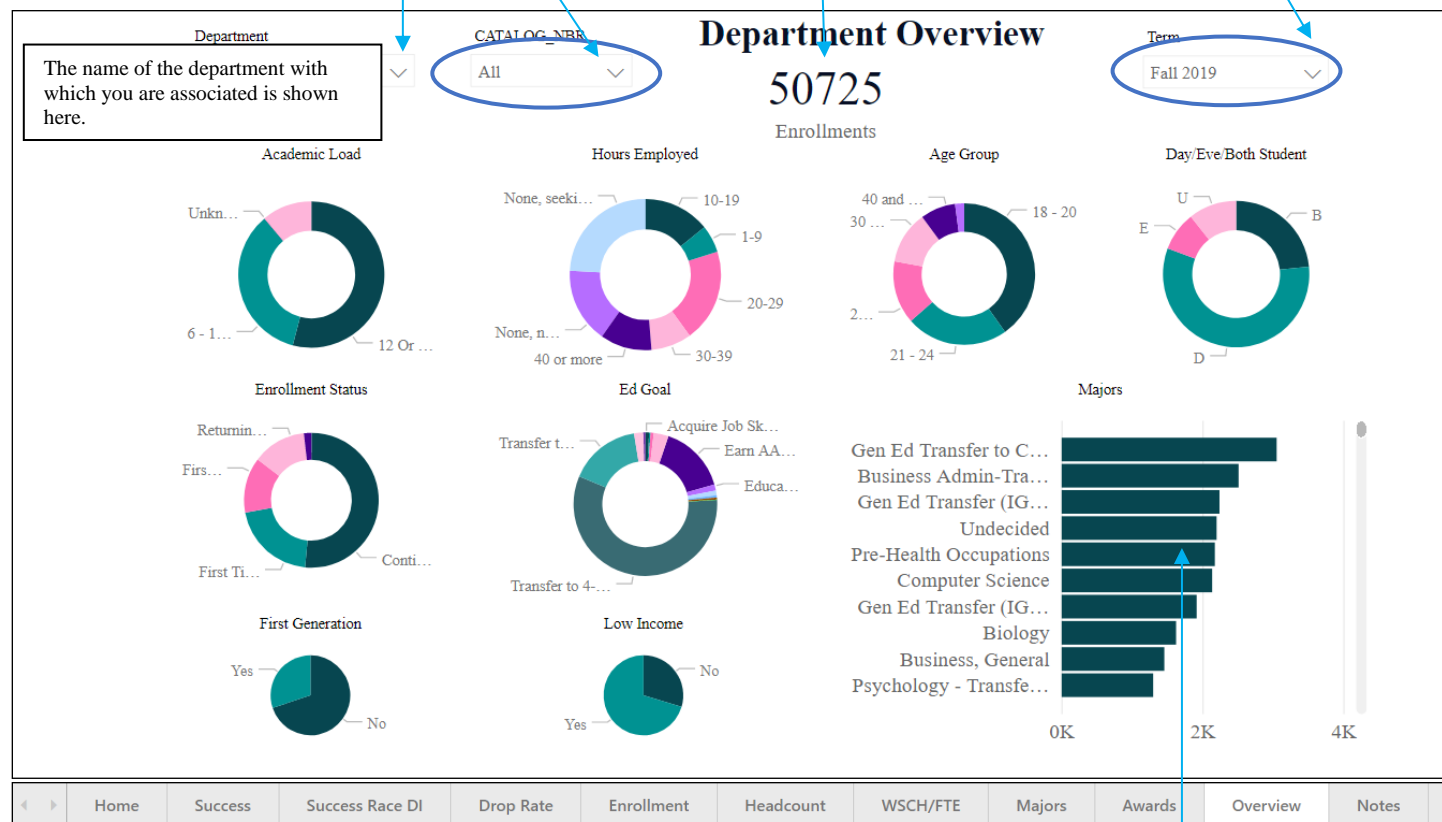
[Click here to return to the menu \(page 1\)](#)

“OVERVIEW” tab: This tab provides general information about the students who completed coursework designated to the department. [Click here to learn about data definitions used in this tab.](#)

You may access information for the department(s) for which you are associated. Use the department drop-down menu to limit your search to a specific department, if you are associated with more than one. (If you are associated with only one department, the drop-down menu will only show one option.) You may also use the catalog number drop-down menu to narrow your search for a specific course within the department. Once the department and/ or catalog number are selected, the information on this page will automatically update to reflect this search parameter.

The number shown indicates the total headcount of the students in the department.

Use the term drop-down menu to select the semester for which you would like to see data. Data are available (by semester) for the six most recent academic years. Once the term is selected, the information on this page will automatically update to reflect this search parameter.



The donuts above provide basic information about students' academic load (number of units enrolled for the semester), enrollment status, hours employed, education goal, age group, and college attendance pattern (day, evening, both day and evening).

TIP: Hover over each segment within the donuts, and a pop-up box will appear to indicate the number of students who identified as such. (See examples below.)

Hours Employed None, seeking employment
Enrollments 1250 (30.3%)

Ed Goal Transfer to 4-Year- no AA/AS
Enrollments 754 (18.41%)

In the pie charts above, the “yes” segment represents the proportion of students who are first generation/ low income; the “no” segment represents the proportion of students who are not first generation/ not low income.

TIP: Hover over each segment of the “First Generation” or “Low Income” pie chart, and a pop-up box will appear to indicate the number of students who identified as such. (See examples below.)

Low Income Yes
Enrollments 3134 (75.98%)

First Generation No
Enrollments 2810 (68.12%)

The bar graph above provides information about the types of majors declared by students who completed coursework in the department.

TIP: Hover over each bar, representing a specific major, and a pop-up box will appear to indicate the number of students who declared the major. (See example below.)

Major Pre-Health Occupations
Enrollments 261
% 6.33%

[Click here to return to the menu \(page 1\)](#)

“NOTES” tab: This tab provides an explanation of all the data definitions used to present the data featured in the Program Review Dashboard. Below is a screenshot of a portion of the definitions shown. [Click here to see the full list of definitions presented in this tab.](#)

Headcount (or Unduplicated Enrollment)

is the number of students with at least one grade notation. For example, a student is only counted once regardless of the number of grade notations received.

Enrollment (or Course Enrollment)

is a college-wide number of grade notations. For example, a student who received four grade notations counts as four enrollments.

Success (or Course Success)

is the number of enrollments with a grade of A, B, C, Pass (P), or Credit (CR). Success rates are calculated by dividing the number of A, B, C, P, and CR grades by the total number of grades awarded (A, B, C, D, F, P, CR, NP, I, W), and multiplying the result by 100.

Disproportionate Impact (DI) concerning course success:

A green circle

indicates that the course success rate for the selected group is at or above the average course success rate for the given group.

A yellow triangle indicates that the course success rate for the selected group is below the average course success rate for the given group, but not to the extent indicative of disproportionate impact.

A red square

indicates that the course success rate for the selected group is below the average course success rate for the given group, and to the extent indicative of disproportionate impact.

An empty cell

indicates that data for the selected group are not reported because course enrollment is ten (10) or fewer and must not be disclosed per CCCCO guidelines.

For more information about how disproportionate impact and data disclosure are

◀ ▶	Home	Success	Success Rate DI	Drop Rate	Enrollment	Headcount	WSCH/FTE	Majors	Awards	Overview	Notes
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[Click here to return to the menu \(page 1\)](#)

BONUS FEATURES in the Program Review Dashboard:

If you are a department chair for an area with multiple course designators (departments), you will see all of them reflected in the department drop-down menu. You may combine specific course designators (departments) by doing the following:

- click on the department drop-down menu
- press the “ctrl” key on your keyboard and select all course designators of your choice by clicking on each box next to each course designator (a shaded box indicates a selection was made)
- to de-select a course designator, click on the box (an unshaded box indicates a selection was not made)
- click anywhere outside of the drop-down menu to refresh the page

Department
Multiple selections ^
☐ ENGLB
☐ ENGLT
☐ ENGRD
☐ ENGWR
☒ ESL
☒ ESLG
☒ ESLL
☐ ESLP
☒ ESLR
☒ ESLW
☐ JOUR

Once a course designator (department) has been selected, you may select and combine specific course numbers (or catalog numbers) associated with the course designator (department) by doing the following:

- click on the catalog number drop-down menu
- press the “ctrl” key on your keyboard and select all course numbers of your choice by clicking on each box next to each course number (a shaded box indicates a selection was made)
- to de-select a course number, click on the box (an unshaded box indicates a selection was not made)
- click anywhere outside of the drop-down menu to refresh the page

CATALOG_NBR
Multiple select... ^
☒ Select all
☐ 150
☐ 300
☐ 301
☒ 302
☐ 303
☐ 304
☒ 305
☐ 306
☐ 307
☐ 308

If you are interested in seeing data for multiple semesters of different seasons, you may select each by doing the following:

- click on the semester number drop-down menu
- press the “ctrl” key on your keyboard and select all semesters of your choice by clicking on each box next to each season (a shaded box indicates a selection was made)
- to de-select a semester, click on the box (an unshaded box indicates a selection was not made)
- click anywhere outside of the drop-down menu to refresh the page

Semester
Multiple selections ^
☒ Fall
☒ Spring
☐ Summer

Values	Dept						
	Fall 2018	Fall 2019	Fall 2020	Spring 2016	Spring 2017	Spring 2018	Spring 2019
African American	56%	58%	54%	52%	53%	58%	58%
Asian	77%	77%	78%	75%	77%	78%	78%
Filipino	75%	71%	73%	71%	72%	75%	76%
Hispanic/Latino	67%	66%	64%	64%	65%	67%	67%
Multi-Race	66%	69%	66%	64%	64%	68%	67%
Native American	54%	65%	61%	65%	62%	56%	61%
Other Non-White	66%	72%	64%	70%	64%	71%	68%
Pacific Islander	64%	69%	65%	59%	59%	65%	65%
Unknown	74%	69%	67%	74%	71%	73%	76%
White	75%	76%	75%	75%	74%	77%	77%
Total	70%	70%	69%	68%	68%	71%	71%

If you are interested in seeing data isolated by specific student characteristics, you may select characteristics of your choice by doing the following:

- press the “ctrl” key on your keyboard and select all characteristics of your choice by clicking on each box next to each characteristic (a shaded box indicates a selection was made)
- to de-select a characteristic, click on the box (an unshaded box indicates a selection was not made)
- click anywhere outside of the drop-down menu to refresh the page

Choose Characteristic

☐ Race

☐ LowIncome

☒ Gender

☒ Enrollment Status

	Dept					
Values	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019	Fall 2020
Continuing Student	70%	71%	71%	73%	73%	70%
Female	68%	68%	70%	70%	70%	69%
First Time Student (New)	62%	61%	66%	63%	63%	64%
First Time Transfer Student	67%	66%	69%	69%	69%	71%
Male	66%	67%	67%	69%	69%	68%
Returning Student	59%	62%	62%	64%	66%	66%
Special Admit	84%	83%	85%	83%	85%	87%
Unknown	62%	68%	68%	72%	71%	74%
Unknown/Unspecified	100%			78%	59%	63%
Total						

You may download data from tables into an excel spreadsheet (.xlsx format). (Screen captures shown below are taken from a Google Chrome browser):

- locate the table you are interested in downloading data for
- hover your mouse over the upper right-hand corner of the table until an ellipsis (•••) appears
- click on the ellipsis (•••) and a new menu will appear; select “export data”
- the “export data” dialog box will appear, and click on “export”
- save the .xlsx file, and open to view

Values	Term	Success
Continuing Student	Fall 2015	70%
Continuing Student	Fall 2016	71%
Continuing Student	Fall 2017	71%
Continuing Student	Fall 2018	73%
Continuing Student	Fall 2019	73%
Continuing Student	Fall 2020	70%
Female	Fall 2015	68%
Female	Fall 2016	68%
Female	Fall 2017	70%
Female	Fall 2018	70%
Female	Fall 2019	70%
Female	Fall 2020	69%
First Time Student (New)	Fall 2015	62%
First Time Student (New)	Fall 2016	61%
First Time Student (New)	Fall 2017	66%
First Time Student (New)	Fall 2018	63%
First Time Student (New)	Fall 2019	63%
First Time Student (New)	Fall 2020	64%
First Time Transfer Student	Fall 2015	67%
First Time Transfer Student	Fall 2016	66%
First Time Transfer Student	Fall 2017	69%
First Time Transfer Student	Fall 2018	69%
First Time Transfer Student	Fall 2019	69%
First Time Transfer Student	Fall 2020	71%
Male	Fall 2015	66%

[Click here to return to the menu \(page 1\)](#)

Step 4. Familiarize Yourself with the Data Definitions

Below is a list of data definitions for data shown in the Program Review Dashboard. Links are included beneath each definition for quick reference to specific tabs featured within this guide that utilize the definition.

Headcount (or Unduplicated Enrollment) is the number of students with at least one grade notation. For example, a student is only counted once regardless of the number of grade notations received.

[Click here to go to the “Headcount” tab](#)

Enrollment (or Course Enrollment) is a college-wide number of grade notations. For example, a student who received four grade notations counts as four enrollments.

[Click here to go to the “Enrollment” tab](#)

Success (or Course Success) is the number of enrollments with a grade of A, B, C, Pass (P), or Credit (CR). Success rates are calculated by dividing the number of A, B, C, P, and CR grades by the total number of grades awarded (A, B, C, D, F, P, CR, NP, I, W), and multiplying the result by 100.

[Click here to go to the “Success” tab](#)

Disproportionate Impact (DI) concerning course success:

A *green circle* indicates that the course success rate for the selected group is at or above the average course success rate for the given group.

A *yellow triangle* indicates that the course success rate for the selected group is below the average course success rate for the given group, but not to the extent indicative of disproportionate impact.

A *red square* indicates that the course success rate for the selected group is below the average course success rate for the given group, and to the extent indicative of disproportionate impact.

An empty cell indicates that data for the selected group are not reported because course enrollment is ten (10) or fewer and must not be disclosed per CCCCCO guidelines.

For more information about how disproportionate impact and data disclosure are determined, please see guidance issued by the CCCCCO at the link below.

<https://www.cccco.edu/-/media/CCCCO-Website/About-Us/Divisions/Digital-Innovation-and-Infrastructure/Research/Files/PercentagePointGapMethod2017.ashx?la=en&hash=CEC0183482280988242FD1EED4F3F1AE39335985>

[Click here to go to the “Success Race DI” tab](#)

Drop or Course Drop is the number of enrollments with a grade notation of W (Withdrawal). Drop Rates are calculated by dividing the number of W grades by the total number of grades awarded (A, B, C, P, CR, D, F, NP, I, W), and multiplying the result by 100.

[Click here to go to the “Drop Rate” tab](#)

Weekly student contact hours (WSCH) is a measure of the number of hours of instruction per week multiplied by the number of students in the class.

[Click here to go to the “WSCH/ FTE” tab](#)

Full-time Equivalent (FTE) is the number of full-time equivalent faculty teaching in the program. Adjunct and overload assignments are counted as portions of a full-time teaching load.

[Click here to go to the “WSCH/ FTE” tab](#)

Productivity is a measure of the number of student contact hours present per week for each full-time equivalent faculty in the program. Productivity is calculated by dividing the value of WSCH by the value of FTE.

[Click here to go to the “WSCH/ FTE” tab](#)

Enrollment Status of students:

- **First-Time Student** is a student enrolled in college for the first time.
- **First-Time Transfer Student** is a student enrolled at the reporting college for the first time and who transferred from another institution of higher education.
- **Returning Student** is a student enrolled at the reporting college after an absence of one or more terms.
- **Continuing Student** is a student enrolled in the current session and was enrolled in the previous regular session.
- **Special Admit** is a student currently enrolled in K-12.

[Click here to go to the “Success” tab](#)

[Click here to go to the “Drop Rate” tab](#)

[Click here to go to the “Enrollment” tab](#)

[Click here to go to the “Headcount” tab](#)

[Click here to go to the “Overview” tab](#)

Low Income indicates students’ receipt of benefits from the California Promise Grant, formerly known as the Board of Governors Fee Waiver. (Excludes students who receive benefits from the Los Rios Promise grant.)

[Click here to go to the “Success” tab](#)

[Click here to go to the “Drop Rate” tab](#)

[Click here to go to the “Enrollment” tab](#)

[Click here to go to the “Headcount” tab](#)

[Click here to go to the “Overview” tab](#)

Education Goals of students vary as follows:

- **Award:** Students indicating intent to achieve any one of the following:
 - earn AA/AS degree without transferring to a 4-year institution
 - earn a vocational degree without transferring to a 4-year institution
 - earn a certificate
 - transfer to a 4-year institution after earning AA/AS degree
- **Transfer Only:** Students indicating intent to transfer to a four-year institution without earning AA/AS degree
- **Job Skills:** Students indicating intent to achieve any one of the following:
 - acquire job skills only
 - update job skills only
 - maintain certificate/ license
- **Exploration:** Students indicating intent to achieve any one of the following:
 - discover career interests
 - undecided on goal
- **Other:** Students indicating intent to achieve any one of the following:
 - a current four-year student taking coursework to meet four-year requirements
 - move from noncredit to credit
 - educational development
 - improve basic skills
 - complete high school/ GED
 - uncollected/ unreported

[Click here to go to the “Majors” tab](#)

[Click here to go to the “Overview” tab](#)

[Click here to return to the menu \(page 1\)](#)

Step 5. Ask Questions

Did you make any of the following observations about the data shown in the Program Review Dashboard?

- I did not see a donut, pie chart, or bar chart (as shown in the “overview” tab of this guide).
- I did not see all segments in the donuts or pie charts (as shown in the “overview” tab of this guide).
- I added the number of students appearing in each segment of the donut or pie chart, and the sums were different for each donut or chart. In summary, it looked like my data were telling me conflicting information about the number of students I had in my courses.
- I added the number of course enrollments (found in the “enrollment” tab) and the total shown in the table did not reflect the sum I calculated.
- I added the number of student headcounts (found in the “headcount” tab) and the total shown in the table did not reflect the sum I calculated.
- I did not see data listed for all of the ethnicity categories, gender types, low income status type, and/ or a first-time student status type.
- I saw cells in tables that are empty for some semesters but not for other semesters.

If you made any of the observations above when reviewing your data, this means the size of the student group you are looking at is too few to report. Please keep in mind that for any student group with ten (10) or fewer students, data are not disclosed for the group per the CCCCO’s data reporting guidelines, accessible at <https://www.cccco.edu/-/media/CCCCO-Website/About-Us/Divisions/Digital-Innovation-and-Infrastructure/Research/Files/PercentagePointGapMethod2017.ashx>. Undisclosed data are not represented in the pie charts, donuts, tables, line graphs, and bar charts.

Still have questions after reading this? Please contact the PRIE Office.

[Click here to return to the menu \(page 1\)](#)