

# College Data Meeting

January 27, 2025

10-11:30

Zoom

In Attendance: Jon (chair), Nazy, Kim, Cassie, Janie, Valerie, Randy, Tiffany

## Agenda 10-11:30am

1. Introduce college data needed for data vision to De Anza's team
2. Introduce Ideas for entering and tracking student data into Banner:
  - a. Introduce Supplemental Question and survey question option for CCApply & Potential next steps
  - b. Introduce Foothill's feedback from meeting with Anthony C regarding tracking students at the college & Potential next steps

### 1. college data needed for data vision

CAEP Students: ABE, ASE, Non-credit ESL, Non credit CTE, AWD, K-12 success

| Data Vision Topic                           | Data Actuals Needed (spreadsheet)  | Data Source  | Recommendations |
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| <b>COURSE SUCCESS / GENERAL PERSISTENCE</b> | Any CAEP CC Students who have returned the subsequent quarter in any course.                               | <ul style="list-style-type: none"><li>District PC?</li><li>Can we get consortium PC back?</li></ul>  | Argos/Banner?   |
|   | ELL Healthcare Pathway Course completion (pass the course)   | <ul style="list-style-type: none"><li>For cohorted students: Internal AS tracker to track CC students.</li><li>Eventually PC?</li></ul>  |                 |
| <b>PATHWAY PROGRESS</b>                     | ELL Healthcare Pathway Progress (ELL HC cohort or any CAEP ELL student moving onto next course in pathway) | <ul style="list-style-type: none"><li>Internal AS tracker to track CC students. This can be used up to this point- if we know that a student has moved from a dual enrollment bridge/foundation course into the next course. But it starts to get fragile and unable to scale at this point.</li><li>So do we want to be able to use PC?</li></ul> |                 |
| <b>TRANSITIONS</b>                          | Adult School Transition to CC non-credit CTE (CDCP Certificate)  | <ul style="list-style-type: none"><li>Potentially use Internal AS tracker to track CC students; however, face the same scalability issues as above.</li><li>So do we want to be able to use PC?</li></ul>  | Argos/Banner?   |

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|--------------------------------------|--|--|---------------|
|                                      | <i>CC Non-credit ESL to Non-credit CTE (ELL Pathway) or Non-credit to credit CTE</i> | PC?  | Argos/Banner? |
|                                      | <i>ELL Healthcare Pathway Progress</i>   | <ul style="list-style-type: none"> <li>Potentially use Internal AS tracker to track CC students; however, face the same scalability issues as above.</li> <li>So do we want to be able to use PC?</li> </ul> |               |
| <b>PATHWAY COMPLETIONS / SUCCESS</b> | <i>CC Career Pathway Certificates (CEP student earns certificate)</i>                | PC?  | Argos/Banner? |
|                                      | <i>ELL Healthcare Pathway Completion (earns certificate)</i>                         | Internal or PC?  |               |
| <b>EMPLOYMENT</b>                    | <i>ELL Healthcare Pathway students become employed</i>                               | How do colleges track employment?  |               |

## Ideas for Next Steps:

| Entering Student Data  |   |
|--|---|
| Get Adult School student's information into Banner in order to track it: | <ul style="list-style-type: none"> <li>CCC Apply: <ul style="list-style-type: none"> <li>High School Question on application- adult schools are included in drop down</li> <li>Add supplemental question regarding attending adult schools (yes/no)</li> <li>Triggers email and follow up survey getting info on which adult school they attended.</li> </ul> </li> <li>Manually enter "follow up survey" information into Banner <ul style="list-style-type: none"> <li>At the moment, both cohorting and adding data (beyond what the application collects) in Banner are manual tasks but automation is possible in the future if numbers become too large to handle.</li> </ul> </li> </ul> <p>Add students as a (Z) in Banner. For adult school dual enrollment</p> <p>Send colleges the list of dual enr. To make sure that it aligns with the list the college has in their system</p> |

**Tracking Adult School Data**

Internal spreadsheets

(using now)

Banner

Banner is absolutely able to be manipulated with various data points we want to associate with individual student accounts, such as Adult School attended. Anthony (like David) said it is just a matter of identifying how to input the data. For example: we can use page SOAHSCH to list the recent adult school attended.

ETS Support:

- Argos reporting is requested from ETS via a help desk ticket.
- Argos reporting options are vast and FH is currently working on improving their utilization of the tool. If there is a list of reports they offer, we are not aware of it.
- Anthony's suggestion: create a ticket requesting a discovery session where we can explain what data results we are looking for and ETS (IT department) can make report recommendations. (This is support IRP could potentially offer as well.)
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  - ETS: runs the reports ( **only**. Have all our ducks in a row first. The data pieces exist in banner first. If we are going to add a student attribute code for students in banner- ETS can help us identify what that would be. So, we identify what the attribute id- ETS can help create the "code" for it.
  - Argos (data analytics tool): ETS would set up the reports, and the consortium would have access and control them after that.
  - Argos reporting is not just for enrolled students. We can run reports on students who are "applied, not yet registered" as well

Who will run PC reports?  
Data Team?

PC: maybe use PC for more specific data searches- like for the ELL grant students??

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| Future Conversation   | Aligning how students are tracked through ESL / CDCP.  |
| Next steps tracking AS DE students who turn in special admin forms and apply thru CCC Apply | <p>WOuld adding a Z/Y filter in PC? Potentially</p> <p>Right now: use Argos- wait on this.</p> <p>Test run:</p> <p>Run an argo report to identify students who select one of the AS under the High School section. Then filter for Z and see if they match up. Nazy ran a report and most students are identifying their foreign high school.</p> <p>Add the Z code to CAEP PC– this would be an automated way to update CAEP PC (potentially)</p> <p>Share internal spreadsheets with: Nazy</p> |
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### 3. Supplemental Question option for CCAapply

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|----------------------------------|---|
| Supplemental Question update:    | <ul style="list-style-type: none"> <li>Each college controls their supplemental questions on their application, and therefore can design it differently if so desired. Have the colleges aligned with the questions for consistency.</li> </ul>   |
|                                  | <ul style="list-style-type: none"> <li>When ready to create supplemental question, Admissions &amp; Records is the department to go through. <ul style="list-style-type: none"> <li>For Foothill, dean or supervisor of A&amp;R are best points of contact. (Anthony Cervantes &amp; Anthony Caceres)</li> <li>For De Anza, Anthony suggested also working with the supervisor, Kim Te, if Nazy is busy/unavailable.</li> </ul> </li> </ul> |
| feedback/parameters for CCAapply | One yes/no question   |

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|  | <p>Auto populated email will be triggered- then a survey can be taken to identify what adult school the student went to.</p> <p>Although this info will need to be manually input- it potentially be info to bring to AR to add the question to the application.</p> <p>In the language for the SQ: add a year range, maybe 2019- to present.</p> <p>Supplement questions take a long time to implement, so start the process now, but what can we do in the meantime?</p> |
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**a. Potential next steps for Supplemental Question:**

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| <p>1. In the 1/13 meeting, discuss new Supplemental Question info, then bring it to the Transition Team.</p> <p>Have colleges agree on the yes/no question and potential drop down question</p> <p>2. Make sure Nazy (DA dean of enrollment services) is onboard with this.</p> <p>Nest steps:</p> <p>Who is on the team for this (team lead)</p> <p>Janie &amp; Jenée (Leads), Tiffany, Kim, Nina, David (put in project request), Felisa, Trisha, Desire, Sripriya, Gina</p> <p>1. Project request: David puts in add Anthony, Nazy, and janie (lead) to get tech support assigned.</p> <p>2. 2. After tech support assigned, team meets to go overproject specs</p> <p>Testing</p> |
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