How to Create Custom Tables with the SFSU IR Application-Admit-Enroll Dashboard

The San Francisco State University Office of Institutional Research Application-Admit-Enroll Dashboard contains data from 2007 to present charting the student path from application to enrollment. Users can choose from a variety of filters and options to create custom tables. All data comes from the Data Warehouse maintained by the Office of Institutional Analytics. Student demographic fields such as sex, ethnicity and parent education and others are derived from what was self-reported on the admission application. Information on the web site of the Office of Institutional Research (IR) may differ from the information reported to by the CSU Chancellor's Office to federal and state agencies due to differences in reporting guidelines, definitions and dates.

If you see any errors or have any questions, please send a note to the Institutional Research email address: institutionalresearch@sfsu.edu

So what can you do?
- Create custom 4-year snapshots of the admit-to-enroll pathway using a variety of student demographic and other characteristics.

- Render tables in HTML or download the tables to Excel for custom formatting and analysis.
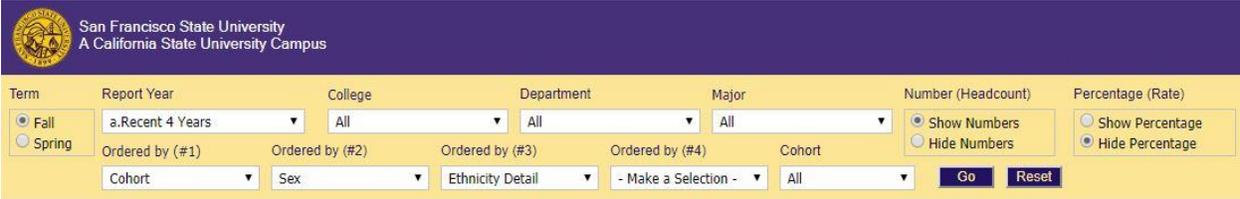
How to make custom tables
The default view when the page first loads is by Cohort (incoming freshmen, transfer, 2nd/post-bac, and graduates) for the most recent 4 years. At any point you can return to the default view by clicking the 'Reset' button.

Two examples of custom charts are provided below, but there are of course many more possibilities.

1) **All entering cohorts by Sex and Ethnicity Detail, Fall term most recent 4 years**
   - Leave default Term as Fall
   - Leave default Report Year, College, Department & Major
   - Leave the 'Ordered By (#1)' as is (Cohort)
   - Set 'Ordered By '(#2)' to Sex
   - Set 'Ordered By (#3)' to Ethnicity Detail
   - Leave 'Number (Headcount)' as Show Numbers, leave 'Percentage (Rate)' as Hide Percentage

   At this point the top filter section should look like this:

Look to the right and you will see options for outputting the data

- Choose HMTL or Excel
- Glick "Go

If you've chosen HTML output, the table will render below the filters. If you've chosen XLSX, the file will download to your computer depending on how you have your browser set up to handle downloads, most likely to the Downloads folder.

2) **New freshmen admits & AAO rates by College and Resident status, Fall term most recent 4 years**
   - Leave default Term as Fall
   - Leave default 'Report Year', 'College', 'Department' & 'Major'
   - Set 'Ordered By (#1)' to College
   - Set 'Ordered By (#2)' to Residency
   - Set 'Cohort' as 1st Freshmen (in drop-down, next to Go)

   At this point the top filter section should look like this:

Look to the right and you will see options for outputting the data

- Choose HMTL or Excel
- Glick "Go

As with example #1, depending on your output choice, the table will render in the browser window or a spreadsheet will download to your computer.

What other charts would you like to try? Slice and dice away!

Glossary of Terms, filters and categories:
Admissions terms:
Application – Filed by prospective students for admission to SF State University.
Admit – Admitted to a degree or certificate program at SF State.
AAO – Accepted Admissions Offer – Admitted student has filed an enrollment deposit and intends to attend SF State.
Enrolled – Student was counted as registered at census in the first term for which they were admitted.

Report filters:

- Report year – four-year groupings, going back to 2007

- College, Department & Major – SFSU Academic units

- Term – Fall or Spring

- Number (Headcount) – Total number

- Percentage (Rate) – Calculations for Admit rate (admits divided by apps), AAO Rate (AAO divided by admits), Show rate (enrolled divided by admits)

- Cohort – *1st Freshmen* = First-time freshmen, *New UG Transfer* = Entering from another institution, *New 2nd/PBac* = Attempting a 2nd bachelor's degree or post-bac, *New Graduates* = Attempting Masters or Doctorate

Report categories (in Ordered by drop-down menus)

- Age – Six categories; 19 & under, 20-24, 25-29, 30-34, 35-59, 60+

- College & Department – SFSU Academic units, same as in filter

- Cohort – Same as in filter

- Ethnicity – Grouped per the specifications from the US Department of Education. Numbers ahead of abbreviations are due to data warehouse sorting. This grouping includes International students in each ethnicity category.

- Ethnicity Detail – Grouped the same as Ethnicity, except International students are separated out. Some reporting requires this grouping. See FAQ for more detail.

- Feeder school – Type of school (e.g. CA public HS, CA community college, etc.) the applicant attended.

- Gender – Sex at birth, Male or Female (see FAQ)

- Parent Education – highest parent education level grouped as First Generation (neither parent has attended any college) and College Experience. If no parent education level was entered on application, value is Unknown.

- Pell Eligible – Proxy for low-income, based on application response to parent income. Set to roughly the level where the student would qualify for a Pell grant.

- Residency – CA Resident or non-resident (combined out-of-state and International).

- Resident Area – Residence at time of application. Geographic regions- For CA divided by county of residence at the time of application.

- Student level – Undergraduate, 2nd/Post Bac, Graduate, Unknown

FAQ –
Who decided on the Ethnicity groupings?
Though applicants do provide more detailed ethnicity information on the application, we present here the same categories used in most reporting. The categories come from the US Department of Education and follows how ethnicity is collected on other US government forms, including the US Census. As some reporting does require International students to be separate from US domestic students, we offer both the combined groups (Ethnicity) and the separated groups (Ethnicity Detail).

How is CA Resident defined?
For dependent students residency is tied to their parent or guardian's tax filings, with exemptions for military and other situations. More detailed information is available in the SFSU Bulletin.

How is an International student defined?
Student is not a US Citizen, Permanent Resident, nor has immigrant/refugee status.

Why is Sex limited to Male and Female?
The CSU system only recently began to collect "non-binary" sex on the application. When we have more years for comparison we will add that as a filter.

Notes:
If you use this data in a report or presentation, please reference the source as: San Francisco State University Office of Institutional Analytics, Data Warehouse, <mm/ dd/yyyy>

The line graphs below the tables will only display the top-line numbers, not the more detailed demographic variables.

Dashboard works best in Chrome and IE. We have seen some issues with the radio-button filters not rendering properly in Firefox.

AAO data not collected prior to 2014.

Due to underlying data structure and table rendering, data can only be displayed in 4-year increments.

Cheers to our Institutional Analytics colleague Ivan Lee for rebuilding these tables and collaborating with the IR staff to make them as robust as possible for you, the user.