

IRP@FHDA

To: Nazy Galoyan, Dean of Enrollment Services, Foothill College
From: Lourdes Del Rio-Parent, PhD, Sr. Research Analyst/Data Warehouse Coordinator FHDA
Date: March 3, 2016
Re: Data request: MIS SS09 education plan development reporting procedures; number of education plans in Degree Works, currently active or locked

This document provides information related to three questions in your data request of March 2, 2016. The data used for the analysis presented here include education plans developed or modified in Degree Works between January 1 of 2015 and March 2 of 2016 that are currently active. See 'Notes' section in Table 1 for details.

Questions/Methods/Results

1. What are the procedures used to report students who developed an education plan during the reporting term in the MIS SS (Student Success) report?
 - Methods currently used to extract and report data in MIS SS09 (Education Plan Development) are at the end of this document, Appendix A¹. The process shown here identifies the steps used to check on the data to make sure that at least one term and one course is included in any plan used for the MIS SS report.
2. How many students have at least one currently active plan in Degree Works that has no content (no course is identified in the plan)?
 - 143 (1%) of the 10,121 students with at least one currently active plan for Foothill College have at least one plan that does not include any course, a "blank" education plan. For plans that are active and locked, the number of students with at least one "blank" education plans is 63 (1%) from a total of 9,832. See Table 1 for details, including figures for De Anza College. See Figures 1 to 3 for examples of education plans.

¹ Appendix to the document "MIS Student Success: Report Domain and Procedures."

3. How many students have currently active & locked plans in Degree Works?
 - 9,832 (97%) of the 10,121 with at least one active plan for Foothill College have a plan that is locked or approved. The data also showed that 63 (1%) of these students have an approved plan that is "blank." See Table 1 for details, including figures for De Anza College.

Table 1
Degree Works: Student Headcount and Education Plan Count by Active, Active & Locked Education Plan Status, and College

College	Active			Active & Locked			Percent Locked
	All	No Course Data	Percent, No Course Data	All	No Course Data	Percent, No Course Data	
<i>Foothill</i>							
Student Headcount	10,121	143	1%	9,832	63	1%	97%
Ed Plan Count	14,579	148	1%	13,780	63	<1%	95%
<i>De Anza</i>							
Student Headcount	11,315	303	3%	10,194	28	<1%	90%
Ed Plan Count	13,217	315	2%	11,341	28	<1%	86%

Notes

Education plans developed or modified between January 1 of 2015 to March 2 of 2016, Degree Works.

Active: Currently active as indicated by "IS_ACTIVE" equal to 'Y', SEP_Plan.

Locked: Currently locked, as indicated by "IS_LOCKED" equal to 'Y', SEP_Plan.

Percent Locked: Percent of currently active plans that are locked.

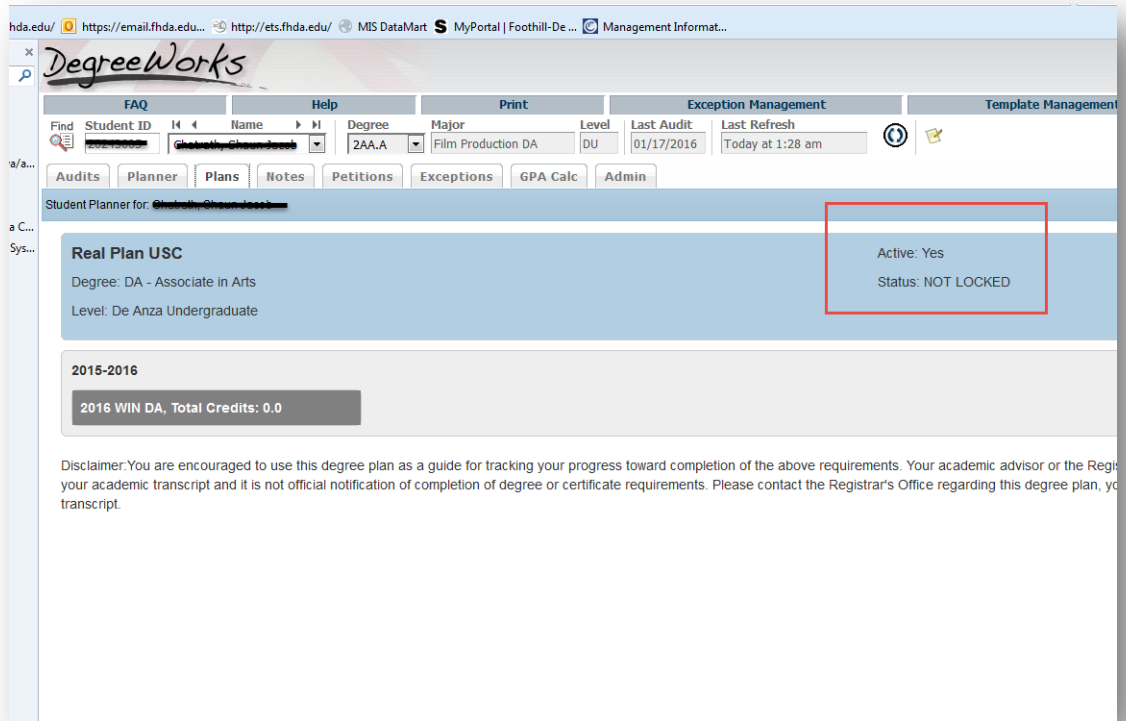
No Course Data: No courses are included in the education plan, table SEP_Plan_Class (course_discipline and course_number are null).

Data extracted, March 2, 2016

ldrp

Figure 1

Example 1: Education Plan in Degree Works with Active, Unlocked Status and No Course Data



Notes

The plan will not be included in the MIS SS report for it does not have course data.

Figure 2

Example 2: Education Plan in Degree Works with Active, Locked Status and No Course Data

The screenshot displays the DegreeWorks interface for a student named Wei, Calvin. The student's plan is for a CEA 45-89 quarter units Foothill Undergraduate degree. The plan is active and locked. The plan is broken down by semester:

- 2015-2016:**
 - 2016 WIN FH, Total Credits: 0.0 (2 course slots)
 - 2016 SPR FH, Total Credits: 0.0 (2 course slots)
- 2016-2017:**
 - 2016 FAL FH, Total Credits: 0.0 (2 course slots)

All course slots are empty, indicating no course data is present. A disclaimer at the bottom states: "Disclaimer: You are encouraged to use this degree plan as a guide for tracking your progress toward completion of the above requirements. Your academic advisor or the Registrar's Office regarding this degree plan transcript."

Notes

The plan will not be included in the MIS SS report for it does not have course data.

Figure 3

Example 3: Education Plan in Degree Works with Active, Locked Status and Course Data

Student Planner for: Lucatero, Eva

FH 20040475 12/3/15 TQ
Degree: Undecided -FH
Level: Foothill Undergraduate

Active: Yes
Status: LOCKED

2015-2016

2015 FAL FH, Total Credits: 0.0	
ALCB F413Y	0.0
ALCB F414Y	0.0
ALCB F465Y	0.0

Disclaimer: You are encouraged to use this degree plan as a guide for tracking your progress toward completion of the above requirements. Your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar's Office regarding transcript.

Notes

The plan will be included in the MIS SS report.
"Total Credits" equal 0 for these are non-credit courses.

Processing Degree Works Data for MIS Student Success, SS09 Education Plan Development

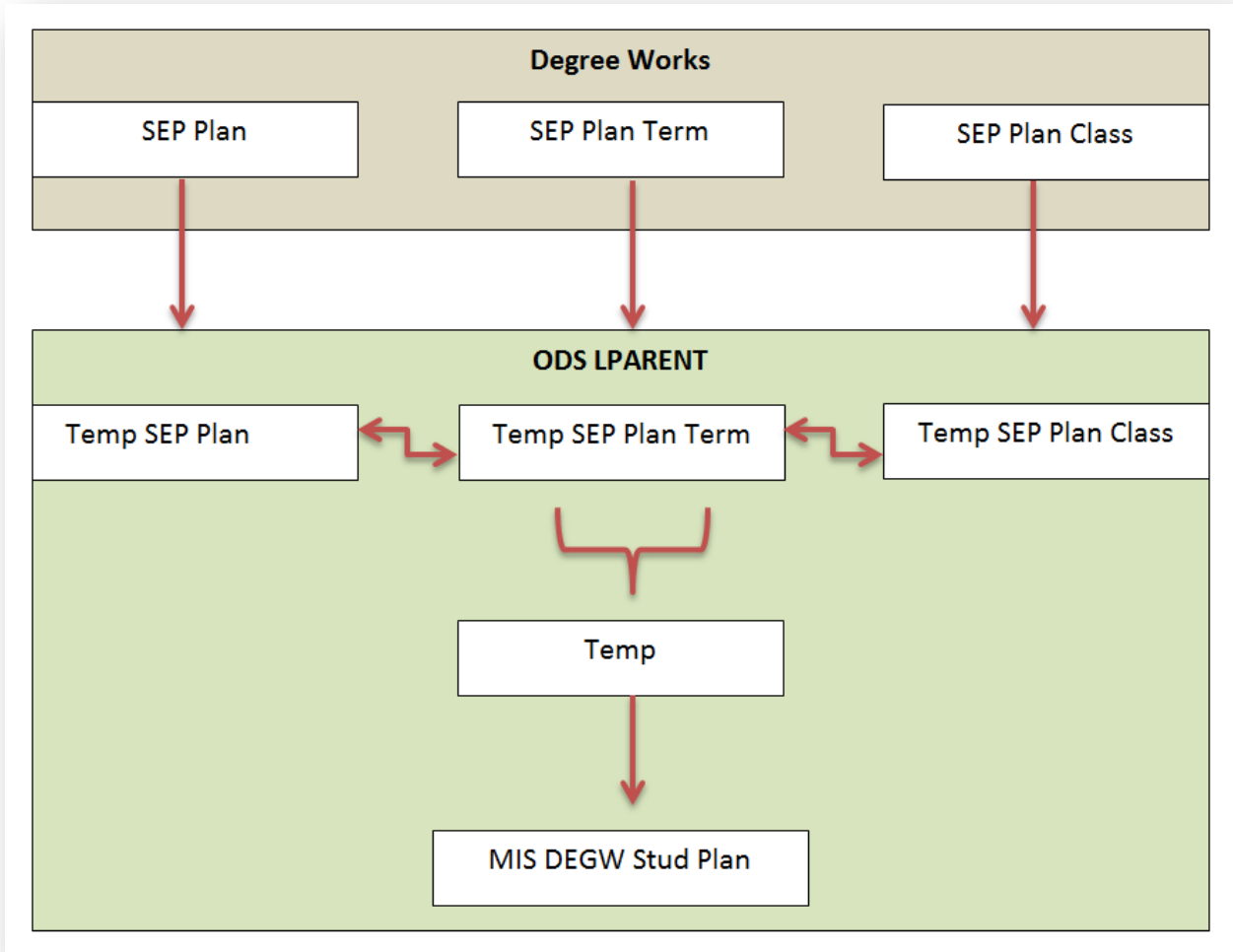
The following describes main steps for importing data from Degree Works for the MIS SS (Student Success) report.

1. Taking into account a term start date, data is imported from three tables in Degree Works (SEP Plan, SEP Plan Term, and SEP Plan Class) to related tables in the folder LPARENT within the ODS system: Temp SEP Plan (general information for the education plan, such as date, lock status, active status and school), TEMP Plan Term (identifies all terms or academic periods covered by the plan), and Temp SEP Plan Class (identifies all the courses included in the plan).
2. The primary key (PK) constraints for the temp tables in LPARENT make sure that the records stored in these tables do not have null in any of the key fields and are unique (i.e., the data import will abort if any of the records violate the rules implicit in the constraint). Essentially, the scripts used to upload data to each temp table can only insert records that are unique and have a “not null” value for each of the following:
 - a. Temp SEP Plan: Student ID, Plan ID
 - b. Temp SEP Plan Term: Term ID, Plan ID, Group ID
 - c. Temp SEP Plan Class: Group ID, Sequence, Course Discipline, Course Number
3. As shown in Figure 1, records from the temp tables are linked (equal join or link, which excludes any “orphan” record) and placed into a temporary (Temp) table. Only records with related data in all these tables, including course data, will be inserted into TEMP. Descriptive statistics analyses are then run to check on student headcount and number of plans developed to detect any data issues prior to the final upload.
4. Data is then moved to the permanent table, MIS Degw Stud Plan. In this table the records are checked for discrepancies among the school ID and the terms for the courses in the plan (first and last term/academic period covered by the plan). If the start and end terms within the plan are inconsistent with the school ID, the school ID is changed (e.g., if the term or academic period codes end with ‘1’ and the school ID is ‘DU’, then school ID is updated to ‘FU’).¹
5. The data field “TERM_COUNT” in MIS Degw Stud Plan is used to classify the plan as abbreviated or comprehensive (less than two terms, abbreviated; three or more, comprehensive). For the MIS SS (Student Success), the data are then compared to data previously submitted to MIS (type of education plans previously reported for the student). Depending on previous data, the plan type may be changed or reported as a follow-up (see Figure 2.)

¹ The academic period college for the record is also impacted by the update. The academic period for the records links the plan to a reporting term and a college.

Figure A1.

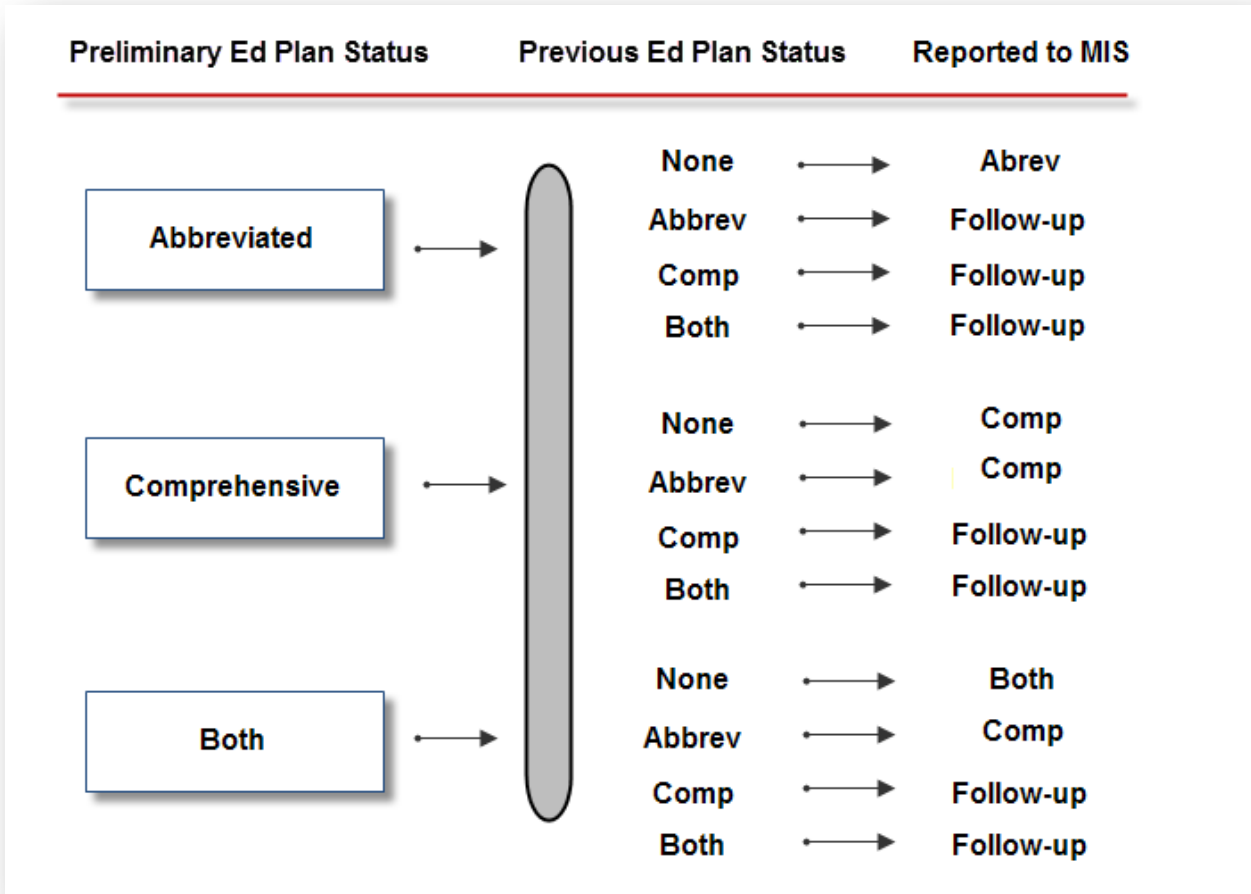
Data flow from Degree Works to ODS-LPARENT



Notes

Checks for data discrepancies (within and across tables) are performed by the constraints (primary keys) on each table in ODS-LPARENT and the equal joins in the script used to upload the data in "Temp." The use of temporary tables during the upload speeds the process and allows to more efficiently identify the source of any problem with the data or the upload.

**Figure A2.
Determining Type of Education Plan for the Reporting Term in MIS SS09**



Notes

Preliminary Ed Plan Status: Based on Degree Works data for the term, student declared major, and student participation in a categorical program (DSPS, EOPS, CalWorsk). When students become active in a categorical program, they are required to develop a student contract or educaiton plan.

Previous Ed Plan Status: Type of plan reported to MIS for a previous term.

Reported to MIS: Type of plan to be reported in MIS for the term.