

Data Collections Inventory

SS Division	Functions	Database	Report/Details	Data Tracked	How is Data Used?
Admissions and Outreach	Admissions & Testing	ACT Datatel	<ul style="list-style-type: none"> •COMPASS Testing information in ACT, manually enter type of test & score into Datatel •Manage email request from Admissions email box & Ask Eagle Advising Help 	<ul style="list-style-type: none"> •Number of tests for certain units, portions of test need to retake, test pkg./date, etc. •Number of email questions from Admissions & Ask Eagle Advising Help 	Most of data tracked in ACT is accounting for ordering.
Advising	Counseling	Excel	<ul style="list-style-type: none"> •Automated Excel Spreadsheet tracks office visits •Academic, personal & career counseling 	<ul style="list-style-type: none"> •Students Serviced •Track workshop SLO's 	<ul style="list-style-type: none"> •To plan for staffing •To improve processes •To look at staff training needs & staff utilization
Student Development	Athletics	GPA from Datatel	<ul style="list-style-type: none"> •Equity in Athletics Report (EADA Report) - Athletics Program participation rates & financial report •Number of Participants in Athletics 	<ul style="list-style-type: none"> •Participation, salaries, revenues & expenses •GPA each semester 	<ul style="list-style-type: none"> •Expanding sports offered (what additional sports are needed?) •Determining competitiveness, budget, support, justification for facility usage, need for more facilities •Looking at student involvement in athletics related to academic success, what's the correlation?
Registration and Records	CU Academics	Data Warehouse Datatel	<ul style="list-style-type: none"> •Estimated FTE Report (Spring/Fall) •FTE Report (Fall/Spring/Summer) 	<ul style="list-style-type: none"> •Dean's List •President's List •Academic Warnings, Probation & Suspension Graduation Rates 	<ul style="list-style-type: none"> •Dean's List, President's List is sent to the Publication Department •Academic W,P,S: To enforce College Academic Policy & to streamline the probation/ suspension process •To plan graduation ceremony
Advising and Admissions	Advising and Admissions	Excel	Student sign in sheet staff Manual data entry Admit students	Student traffic and requests	To record services volume