



SACRAMENTO STATE

# Faculty and Course Dashboards Using APDB Data

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### Office of Institutional Research, Effectiveness and Planning - Sacramento State

#### INTRODUCTION

This poster presentation serves to identify and relate the processes and methods used in the Office of Institutional Research, Effectiveness and Planning (OIREP) to utilize information collected from the University's Common Management System (CMS), specifically in relation to Administration and HR data, to create meaningful and useful reports for the campus community. These reports are now even more dynamic in Tableau.

#### PROCESSES

- Extract information from the CMS System for any given semester
- Perform standard APDB edits and submit final APDB report to the Chancellor's Office
- Use flat faculty and section summary files received from the Chancellor's Office to generate reports
- Verify and cross reference all data inputs
- Create 3 reports and use Tableau for interactive visualization

**Term Workload**

Academic Institution: SACST Sacramento State  
 Term: 2118 Fall 2011  
 Total Term FTES: 90.00

Instructor Assignment Class: FT Full-Time  
 Primary Department: 187

APDB Departmental Assignments  
 187 1000 10000 10000 Primary Assign

Calculate Workload:  Assigned FTE %: 100.00  
 Limit Workload:  Instructor Multiplier %: 100

Workload Assignment  
 Description: COMS 4 TA Coordinator  
 Section: 21  
 Assign Type Reason: 187  
 FTE: 3.00  
 Assn Load: 20.00

Interpersonal Com Skills: COMS 8 05 84893 IFF Assign Type Reason: 187 3.00 20.00  
 Interpersonal Com Skills: COMS 8 04 81939 IFF Assign Type Reason: 187 3.00 20.00  
 Sac State in Sm Group Comm: COMS 181 01 80228 IFF Assign Type Reason: 187 3.00 20.00

CMS gives us faculty workload for individual instructors including any Assigned, Reimbursed Time, Admin Assignment or other support assignments.

After acquiring the *Course Section* and *Faculty Summary* files from the Chancellor's Office, we take the file and merge the section summary file with data provided by the Office of Human Resources. Once the data is merged and free of error, the following base reports are created to which the dashboards are then formalized in Tableau.

Team Teaching	Last Name	First Name	HR Name	APDB Name	Dept	Course	Section	Section Name	College	Department	SC/UC	SC/US	FTES	WTU	FTES/WTU	
1	Jiang	Yan	Jiang Yan	Y Jiang	05	ENGL 111	ACD1	1	BUS	Business/BS	Business	189	0	14.00	13.00	
2	Zhang	Jin	Zhang Jin	J Zhang	05	ENGL 112	ACD1	1	2	BUS	Business/BS	Business	129	0	18.00	16.00
3	Deng	Feng	Deng Feng	F Deng	05	ENGL 114	ACD1	1	4	BUS	Business/BS	Business	229	0	14.00	14.00
4	Roberts	Kodyl	Roberts Kodyl	KRoberts	05	ENGL 115	ACD1	1	5	BUS	Business/BS	Business	189	0	12.00	12.00
5	Roberts	Kodyl	Roberts Kodyl	KRoberts	05	ENGL 116	ACD1	1	6	BUS	Business/BS	Business	188	3	11.00	11.45
6	Tang	Jiayin	Tang Jiayin	J Tang	05	ENGL 117	ACD1	1	7	BUS	Business/BS	Business	189	0	12.00	12.00
7	Deng	Feng	Deng Feng	F Deng	05	ENGL 118	ACD1	1	8	BUS	Business/BS	Business	189	0	12.00	12.00
8	Deng	Feng	Deng Feng	F Deng	05	ENGL 119	ACD1	1	9	BUS	Business/BS	Business	188	0	12.00	12.00
9	Deng	Feng	Deng Feng	F Deng	05	ENGL 120	ACD1	1	10	BUS	Business/BS	Business	188	0	12.00	12.00
10	Deng	Feng	Deng Feng	F Deng	05	ENGL 121	ACD1	1	11	BUS	Business/BS	Business	188	0	12.00	12.00
11	Yan	Jiang	Jiang Yan	Y Jiang	05	ENGL 122	ACD1	1	12	BUS	Business/BS	Business	177	0	11.00	11.00
12	Yan	Jiang	Jiang Yan	Y Jiang	05	ENGL 123	ACD1	1	13	BUS	Business/BS	Business	177	0	11.00	11.00
13	Deng	Feng	Deng Feng	F Deng	05	ENGL 124	ACD1	1	14	BUS	Business/BS	Business	189	0	12.00	12.00
14	Deng	Feng	Deng Feng	F Deng	05	ENGL 125	ACD1	1	15	BUS	Business/BS	Business	189	0	12.00	12.00
15	Deng	Feng	Deng Feng	F Deng	05	ENGL 126	ACD1	1	16	BUS	Business/BS	Business	189	0	12.00	12.00
16	Deng	Feng	Deng Feng	F Deng	05	ENGL 127	ACD1	1	17	BUS	Business/BS	Business	189	0	12.00	12.00
17	Deng	Feng	Deng Feng	F Deng	05	ENGL 128	ACD1	1	18	BUS	Business/BS	Business	189	0	12.00	12.00
18	Deng	Feng	Deng Feng	F Deng	05	ENGL 129	ACD1	1	19	BUS	Business/BS	Business	189	0	12.00	12.00
19	Deng	Feng	Deng Feng	F Deng	05	ENGL 130	ACD1	1	20	BUS	Business/BS	Business	189	0	12.00	12.00
20	Deng	Feng	Deng Feng	F Deng	05	ENGL 131	ACD1	1	21	BUS	Business/BS	Business	189	0	12.00	12.00
21	Deng	Feng	Deng Feng	F Deng	05	ENGL 132	ACD1	1	22	BUS	Business/BS	Business	189	0	12.00	12.00
22	Deng	Feng	Deng Feng	F Deng	05	ENGL 133	ACD1	1	23	BUS	Business/BS	Business	189	0	12.00	12.00
23	Deng	Feng	Deng Feng	F Deng	05	ENGL 134	ACD1	1	24	BUS	Business/BS	Business	189	0	12.00	12.00
24	Deng	Feng	Deng Feng	F Deng	05	ENGL 135	ACD1	1	25	BUS	Business/BS	Business	189	0	12.00	12.00
25	Deng	Feng	Deng Feng	F Deng	05	ENGL 136	ACD1	1	26	BUS	Business/BS	Business	189	0	12.00	12.00
26	Deng	Feng	Deng Feng	F Deng	05	ENGL 137	ACD1	1	27	BUS	Business/BS	Business	189	0	12.00	12.00
27	Deng	Feng	Deng Feng	F Deng	05	ENGL 138	ACD1	1	28	BUS	Business/BS	Business	189	0	12.00	12.00
28	Deng	Feng	Deng Feng	F Deng	05	ENGL 139	ACD1	1	29	BUS	Business/BS	Business	189	0	12.00	12.00
29	Deng	Feng	Deng Feng	F Deng	05	ENGL 140	ACD1	1	30	BUS	Business/BS	Business	189	0	12.00	12.00
30	Deng	Feng	Deng Feng	F Deng	05	ENGL 141	ACD1	1	31	BUS	Business/BS	Business	189	0	12.00	12.00
31	Deng	Feng	Deng Feng	F Deng	05	ENGL 142	ACD1	1	32	BUS	Business/BS	Business	189	0	12.00	12.00
32	Deng	Feng	Deng Feng	F Deng	05	ENGL 143	ACD1	1	33	BUS	Business/BS	Business	189	0	12.00	12.00
33	Deng	Feng	Deng Feng	F Deng	05	ENGL 144	ACD1	1	34	BUS	Business/BS	Business	189	0	12.00	12.00
34	Deng	Feng	Deng Feng	F Deng	05	ENGL 145	ACD1	1	35	BUS	Business/BS	Business	189	0	12.00	12.00
35	Deng	Feng	Deng Feng	F Deng	05	ENGL 146	ACD1	1	36	BUS	Business/BS	Business	189	0	12.00	12.00
36	Deng	Feng	Deng Feng	F Deng	05	ENGL 147	ACD1	1	37	BUS	Business/BS	Business	189	0	12.00	12.00
37	Deng	Feng	Deng Feng	F Deng	05	ENGL 148	ACD1	1	38	BUS	Business/BS	Business	189	0	12.00	12.00
38	Deng	Feng	Deng Feng	F Deng	05	ENGL 149	ACD1	1	39	BUS	Business/BS	Business	189	0	12.00	12.00
39	Deng	Feng	Deng Feng	F Deng	05	ENGL 150	ACD1	1	40	BUS	Business/BS	Business	189	0	12.00	12.00
40	Deng	Feng	Deng Feng	F Deng	05	ENGL 151	ACD1	1	41	BUS	Business/BS	Business	189	0	12.00	12.00
41	Deng	Feng	Deng Feng	F Deng	05	ENGL 152	ACD1	1	42	BUS	Business/BS	Business	189	0	12.00	12.00
42	Deng	Feng	Deng Feng	F Deng	05	ENGL 153	ACD1	1	43	BUS	Business/BS	Business	189	0	12.00	12.00
43	Deng	Feng	Deng Feng	F Deng	05	ENGL 154	ACD1	1	44	BUS	Business/BS	Business	189	0	12.00	12.00
44	Deng	Feng	Deng Feng	F Deng	05	ENGL 155	ACD1	1	45	BUS	Business/BS	Business	189	0	12.00	12.00
45	Deng	Feng	Deng Feng	F Deng	05	ENGL 156	ACD1	1	46	BUS	Business/BS	Business	189	0	12.00	12.00
46	Deng	Feng	Deng Feng	F Deng	05	ENGL 157	ACD1	1	47	BUS	Business/BS	Business	189	0	12.00	12.00
47	Deng	Feng	Deng Feng	F Deng	05	ENGL 158	ACD1	1	48	BUS	Business/BS	Business	189	0	12.00	12.00
48	Deng	Feng	Deng Feng	F Deng	05	ENGL 159	ACD1	1	49	BUS	Business/BS	Business	189	0	12.00	12.00
49	Deng	Feng	Deng Feng	F Deng	05	ENGL 160	ACD1	1	50	BUS	Business/BS	Business	189	0	12.00	12.00
50	Deng	Feng	Deng Feng	F Deng	05	ENGL 161	ACD1	1	51	BUS	Business/BS	Business	189	0	12.00	12.00
51	Deng	Feng	Deng Feng	F Deng	05	ENGL 162	ACD1	1	52	BUS	Business/BS	Business	189	0	12.00	12.00
52	Deng	Feng	Deng Feng	F Deng	05	ENGL 163	ACD1	1	53	BUS	Business/BS	Business	189	0	12.00	12.00
53	Deng	Feng	Deng Feng	F Deng	05	ENGL 164	ACD1	1	54	BUS	Business/BS	Business	189	0	12.00	12.00
54	Deng	Feng	Deng Feng	F Deng	05	ENGL 165	ACD1	1	55	BUS	Business/BS	Business	189	0	12.00	12.00
55	Deng	Feng	Deng Feng	F Deng	05	ENGL 166	ACD1	1	56	BUS	Business/BS	Business	189	0	12.00	12.00
56	Deng	Feng	Deng Feng	F Deng	05	ENGL 167	ACD1	1	57	BUS	Business/BS	Business	189	0	12.00	12.00
57	Deng	Feng	Deng Feng	F Deng	05	ENGL 168	ACD1	1	58	BUS	Business/BS	Business	189	0	12.00	12.00
58	Deng	Feng	Deng Feng	F Deng	05	ENGL 169	ACD1	1	59	BUS	Business/BS	Business	189	0	12.00	12.00
59	Deng	Feng	Deng Feng	F Deng	05	ENGL 170	ACD1	1	60	BUS	Business/BS	Business	189	0	12.00	12.00
60	Deng	Feng	Deng Feng	F Deng	05	ENGL 171	ACD1	1	61	BUS	Business/BS	Business	189	0	12.00	12.00
61	Deng	Feng	Deng Feng	F Deng	05	ENGL 172	ACD1	1	62	BUS	Business/BS	Business	189	0	12.00	12.00
62	Deng	Feng	Deng Feng	F Deng	05	ENGL 173	ACD1	1	63	BUS	Business/BS	Business	189	0	12.00	12.00
63	Deng	Feng	Deng Feng	F Deng	05	ENGL 174	ACD1	1	64	BUS	Business/BS	Business	189	0	12.00	12.00
64	Deng	Feng	Deng Feng	F Deng	05	ENGL 175	ACD1	1	65	BUS	Business/BS	Business	189	0	12.00	12.00
65	Deng	Feng	Deng Feng	F Deng	05	ENGL 176	ACD1	1	66	BUS	Business/BS	Business	189	0	12.00	12.00
66	Deng	Feng	Deng Feng	F Deng	05	ENGL 177	ACD1	1	67	BUS	Business/BS	Business	189	0	12.00	12.00
67	Deng	Feng	Deng Feng	F Deng	05	ENGL 178	ACD1	1	68	BUS	Business/BS	Business	189	0	12.00	12.00
68	Deng	Feng	Deng Feng	F Deng	05	ENGL 179	ACD1	1	69	BUS	Business/BS	Business	189	0	12.00	12.00
69	Deng	Feng	Deng Feng	F Deng	05	ENGL 180	ACD1	1	70	BUS	Business/BS	Business	189	0	12.00	12.00
70	Deng	Feng	Deng Feng	F Deng	05	ENGL 181	ACD1	1	71	BUS	Business/BS	Business	189	0	12.00	12.00
71	Deng	Feng	Deng Feng	F Deng	05	ENGL 182	ACD1	1	72	BUS	Business/BS	Business	189	0	12.00	12.00
72	Deng	Feng	Deng Feng	F Deng	05	ENGL 183	ACD1	1	73	BUS	Business/BS	Business	189	0	12.00	12.00
73	Deng	Feng	Deng Feng	F Deng	05	ENGL 184	ACD1	1	74	BUS	Business/BS	Business	189	0	12.00	12.00
74	Deng	Feng	Deng Feng	F Deng	05	ENGL 185	ACD1	1	75	BUS	Business/BS	Business	189	0	12.00	12.00
75	Deng	Feng	Deng Feng	F Deng	05	ENGL 186	ACD1	1								