



## Iowa Data Dashboard Training: Worksheet September 10, 2015

### Overview:

The statewide data dashboards that should be referenced for this activity contain participation and completion data in graphical and tabular form for all community colleges and secondary LEAs in Iowa. In order to be FERPA-compliant, any data cell with 10 or fewer students (for secondary) or 5 or fewer students (for postsecondary) are suppressed. In all cases, you will be able to see percentages in graphical form; however, suppressed data will not be available in tabular form. Any program with at least one cell with suppressed data will be noted with a thin line in the graph as opposed to a thick one. You will see a key on each data dashboard with a reminder of this. Please note that approved postsecondary institutions will also have institutional level data dashboards without suppressed cells. These data will be complete.

### Gender Participation Data Dashboard

*For the calculations used in the Gender Participation Data Dashboard the numerator is either females or males in a program or institution and the denominator is all students in that program or institution.*

- ✓ Open the Gender Participation File: **Secondary Participation:** *SecondaryGender\_Participation\_Dashboard\_2010-2014\_Final*, **Postsecondary Participation:** *PostSecondaryGender\_Participation\_Dashboard\_2010-2014\_Tables\_FERPA Guidelines\_Final*
- ✓ Click on the first tab (bottom left) titled Part/Participation\_G. The \_G stands for Graph while the \_T stands for Table. The tabs are also known by the term visualizations.
- ✓ On the right side or the bottom of the tab/visualization is a group of controls called “filters”
- ✓ Manage the filter for “School/Community College Name” by un-checking the “All” box
- ✓ Find your school/community college name and check the box to show only your institution’s data on the dashboard
- ✓ Manage the filter for “Year” by unchecking the “All” box
- ✓ Check the box for a specific year, e.g. 2013-2014 (Secondary); 2014 (Postsecondary)

The Dashboard should now show only your school’s data for 2013-2014. Using this information answer the following questions:

1. Which program(s) has the highest participation rate for females? What is the percentage participation for females and males?
2. Which program(s) has the lowest participation rate for females? What are the percentages?
3. Which program(s) has the highest participation rate for males? What are the percentages?
4. Which program(s) has the lowest participation rate for males? What are the percentages?

Note: After completing percentages for the items above, you can look at the specific numbers for each of those programs (as long as those data are not suppressed) by clicking on the next tab in your data dashboard: Part/Participation\_Gender\_T (Table). The table provides the numerator and denominator for each of the indicators. Dividing the numerator by the denominator gives the percent as displayed in the graph.

### **Nontraditional Participation.**

According to Perkins guidelines, nontraditional programs are defined as programs that lead to occupations with fewer than 25 percent of a specific gender in the workforce. Examples include Automotive, Construction, Computer Systems/IT, and Manufacturing for females and Child Care/Early Childhood, Cosmetology, and Health Programs for males. If you need guidance on CIP codes/programs that are nontraditional for females or males, please consult *IowaCIPTable\_Nontrad\_032414*, which is on the thumb drive provided.

- ✓ Manage the filter for “Year” by checking the “All” box

### Next Activity:

After clicking “All” for year, the data dashboard should now show your school’s data for 2009-2010 through 2013-2014 (Note: for Postsecondary, the years note the end of each academic year). Using this information answer the following questions:

5. Which program nontraditional for females has shown the largest increase in female participation over the four years? What other trends do you notice?  
(Note: If it is difficult to read, under “Program” you can click on “All” and then click on only the programs that are nontraditional for females or for males.)

6. Which program nontraditional for males has shown the largest increase in male participation over the four years? What other trends do you notice?

Manage the filter for “School/Community College” Name and select the box for another institution that you would consider a benchmark school—similar student population and programs—to compare your data to. You may also want to manage the filter for “Program” Name to look at only one program at a time and the filter for “Year” to only look at 2013-2014/2014. Using this information, complete the table below.

**Programs Nontraditional for Females**

Program Name	Your Participation Rate	Benchmark School Participation Rate	Your School is Higher/Lower?	School with the highest participation

**Programs Nontraditional for Males**

Program Name	Your Participation Rate	Benchmark School Participation Rate	Your School is Higher/Lower?	School with the highest participation

7. Is there anything about the gender data that you noticed while answering the questions above? Record it here. (After completing this section, please proceed to the next page)

### Race Participation Data Dashboard

*For the calculations used in the Race Participation Data Dashboard, the numerator is the number of students in a particular racial or ethnic group in a program or institution and the denominator is all students in that program or institution.*

Data disaggregated by race can be found in the Race Participation data dashboards: for Secondary: *SecondaryRace\_Participation\_Dashboard\_2010-2014\_Final*; for Postsecondary: *PostSecondaryRace\_Participation\_Dashboard\_2010-2014\_FERPA\_Final*.

- ✓ Open the file of interest and click on the first tab titled Participation\_Race\_G (Graph)
- ✓ Manage the filter for institution name by un-checking the “All” box
- ✓ Find your institution’s name and check the box to show only those data on the dashboard
- ✓ Check the box for a specific year, 2013-2014 (Secondary); 2014 (Postsecondary)

The Dashboard should only show your institution’s data for that year. Scroll across the dashboard and note where you see overrepresentation or underrepresentation of specific racial groups in particular programs. This will require comparing school enrollment by race to enrollment by race in a particular program. In the Secondary data dashboard both enrollment and participation are visible in the same visualization. In the Postsecondary data dashboard enrollment data can be accessed by clicking on the third tab to the right titled “Enrollment T&G” (which includes both tables and graphs). Use the table below to record your findings **for the 2013-2014 academic year** (wait to add the Gender column until the activity on the next page).

Program Name	Year	Race	Over/Under Represented (in what way)	Gender M/F or Both
	2013-2014			
	2013-2014			
	2013-2014			

### Race by Gender Participation Data Dashboards

*For the calculations used in the RacebyGender Participation Data Dashboards, the numerator is the number of students of a particular gender and race/ethnicity, e.g. Black Females in a particular program or institution and the denominator is all students of that gender in that program or institution, e.g. Females [Of the females in the program or institution, what percentage was Black?]*

Race Participation Data Dashboards are slightly different for Secondary and Postsecondary institutions due to the size of the data sets. The Secondary data dashboards are organized by specific gender, e.g. *SecondaryRacebyFemales\_Participation\_Dashboard\_2010-2014\_Final* and *SecondaryRacebyMales\_Participation\_Dashboard\_2010-2014\_Final*, whereas the Postsecondary data dashboard has both genders in one data dashboard, *PostSecondaryRacebyGender\_Participation\_Dashboard\_2010-2014\_FERPA\_Final*. Please note that the last three years of data are accessible for the Secondary data dashboards, and the last five years are accessible for the Postsecondary data dashboard.

- ✓ Open the file of interest and click on the first tab titled Participation\_Race\_/&G (Graph)
- ✓ Manage the filter for “School Name” by un-checking the “All” box
- ✓ Find your institution’s name and check the box to show only your institution’s data on the dashboard

The Dashboard should now show only your institution’s data. Scroll across the dashboard find the same programs you identified in the table above and determine if the “Over-“ or “Underrepresented” racial group is primarily male or female or both (for Secondary, please consult both the data dashboard for females and the one for males). Use the table above to record your findings.

8. Is there anything about the gender and race data that you noticed while answering the questions above? Record it here.

### **Special Populations Participation Data Dashboards**

*For the calculations used in the Special Populations Data Dashboards, the numerator is the number of students of a particular special populations category, e.g. either Students with Disabilities or Students who are considered Economically Disadvantaged, in a program or institution and the denominator is all students in that program or institution.*

Data disaggregated by Special Populations are separated by Students with Disabilities and Students who are considered Economically Disadvantaged. Data on Students with Disabilities for Secondary: *SecondaryStudentswithDisabilities\_Participation\_Dashboard\_2010-2014\_Final*; for Postsecondary: *PostSecondaryStuwDisabl\_Participation\_Dashboard\_2010-2014\_\_FERPA\_Final*. Data on Economically Disadvantaged students for Secondary: *SecondaryEconDisadv\_Participation\_Dashboard\_2010-2014\_Final*; for Postsecondary: *PostSecondaryEconDisadv\_Participation\_Dashboard\_2010-2014\_FERPA\_Final*.

- ✓ Open the appropriate data dashboard for Students with Disabilities

- ✓ Click on the first tab: Part\_StwithDisab\_G (Graph)/Participation\_StuwDis...
- ✓ Manage the filter for “School/Community College Name” by un-checking the “All” box. Find your institution’s name and check the box to show only your data on the dashboard
- ✓ Check the box for a specific year, 2013-2014 (Secondary); 2014 (Postsecondary)

The Dashboard should now show only your institution’s data for Students with Disabilities (you will do the same for Economically Disadvantaged students) for the 2013-2014 academic year. Scroll across the dashboard and note where you see disparities (overrepresentation or underrepresentation as compared to the enrollment in the institution’s population) of Students with Disabilities and Economically Disadvantaged students. Please note that enrollment information for Postsecondary institutions can be access from the third tab to the right titled “Enrollment\_StuwDisabl”. Use the table below to record your findings.

#### Students with Disabilities

Program Name	Year	Over/Under Represented (in what way?)
	2013-2014	
	2013-2014	
	2013-2014	

#### Economically Disadvantaged Students

Program Name	Year	Over/Under Represented (in what way?)
	2013-2014	
	2013-2014	
	2013-2014	

9. Is there anything about the special population’s data that you noticed while answering the questions above? Record it below.

## Completion Data Dashboards

Completion data dashboards can be accessed from the “Completion” folders on your thumb drive. These data dashboards are set up similarly to the Participation data dashboards, so you will be able to look at equity gaps in the completion of students by **Gender, Race, Race by Gender**, and Special Populations (**Students with Disabilities** and **Economically Disadvantaged** students).

There is a minor difference from the Participation data dashboards for the RacebyGender data dashboards. Secondary RacebyGender provides data on both genders (there is not a separate data dashboard for each gender). Please note that for both Secondary and Postsecondary RacebyGender, rows by program contain Female then Male. If a program has “zero” of a particular gender in that program for that year, you will only see the one gender that is represented in that program for that year.

- ✓ Open the data dashboard of interest, click on your institution name and the year of interest
- ✓ Repeat the steps above, but this time make note of equity gaps for completion. Capture your observations below.

### Completion data dashboard Observations:

1. Gender Equity Gaps:
2. Racial Equity Gaps:
3. Race by Gender Equity Gaps:
4. Students with Disabilities Equity Gaps:
5. Economically Disadvantaged Student Equity Gaps

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