STEP Student Experience Data Collection and Analysis/Reporting

Annual Timeline

**Data Collection: Data Collection begins approximately 1-2 weeks before term end**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **NOV** | **DEC** | **JAN** | **FEB** |
| **GRADUATE** |
| 1. Social work campus-based
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Social work online
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Nursing campus-based
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Nursing online
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Library science campus-based
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Library science online
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Other programs
 |  |  |  |  |  |  |  |  |  |  |  |  |
| **UNDERGRADUATE** |
| 1. Data collection (program only)
 |  |  |  |  |  |  |  |  |  |  |  |  |

\*will be included in graduate BOT dashboard

**Analysis and Reporting: Reports and Scorecards follow term end approximately 3 months prior**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | **MAR** | **APR** | **MAY** | **JUN** | **JUL** | **AUG** | **SEP** | **OCT** | **NOV** | **DEC** | **JAN** | **FEB** |
| **GRADUATE** |
| 1. Crosstabs
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Board of Trustees dashboard
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Analytics Report
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Retention analysis
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Faculty scorecards
 | 8 times per year, 2 weeks following the end of each term |
| 1. Dynamic scorecard update
 |  |  |  |  |  |  |  |  |  |  |  |  |
| **UNDERGRADUATE** |
| 1. Crosstabs
 | (fall\*) |  |  |  |  |  | (spring\*) |  |  |  |  |  |
| 1. Board of Trustees dashboard \*
 |  |  |  |  |  |  |  |  |  |  |  |  |
| 1. Analytics report
 |  |  |  |  |  |  |  |  |  |  |  |  |

\*include data from that term, where applicable

As of February 2020 Faculty scorecards are delivered only to 2U-powered programs: Nursing, Social Work, Behavior Analysis, Public Health, MBA. They are generally delivered within two weeks of the close of a term.