

# OIRA Reporting Resources for CUNYFirst

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# OIRA hosts a range of reporting resources

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Status	Resource	Description
Stays the same	OIRA Websites	Easily accessible reports for the public and University users
	Institutional Research Database (IRDB)	Data warehouse of fixed, frozen extracts of enrollment, student characteristics, course characteristics, application data, financial aid data optimized for reporting
New	CUNY Business Intelligence Light (CBIL)	Daily-refreshed enrollment and course data for <u>CUNYFirst schools</u> to facilitate Flash reports, daily enrollment tracking

# OIRA Public Website

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- <http://www.cuny.edu/about/administration/offices/ira/ir.html>
- Official reports of census data and outcomes for all colleges: retention, graduation, degrees, student profiles
- Key reports updated annually or by term
- Publicly available



The screenshot displays the OIRA Public Website for CUNY. The header includes the CUNY logo and navigation links such as 'Find It', 'College Websites', 'Text Version', and 'Make This Website Talk'. A secondary navigation bar lists 'Future Students', 'Current Students', 'Faculty/Staff', and 'Alumni'. The main navigation menu includes 'ABOUT', 'ACADEMICS', 'ADMISSIONS', 'FINANCIAL AID', 'RESEARCH', 'NEWS/EVENTS', 'LIBRARIES', 'EMPLOYMENT', 'SEARCH', and 'LOG-IN'. The breadcrumb trail reads: 'Welcome >> About >> Administration >> Administrative Offices >> Institutional Research & Assessment >> Office of Institutional Research'. The page title is 'Office of Institutional Research'. A sidebar on the left lists 'About Us', 'Student Data Book (Current & Historical)', 'Reports', 'Surveys', 'Additional Data', 'Documentation and Training Materials', and 'OIRA Login'. The main content area features a graphic of a city skyline with a line graph overlaid. Below the graphic, a paragraph describes the office's role in conducting quantitative analysis to guide policy and evaluate academic programs. A section titled 'CURRENT STUDENT DATA BOOK BY SUBJECT' lists various reports: Academic Program Reports, Accountability, Admissions (New Students), Degrees Granted, Enrollment, Race/Ethnicity, Retention & Graduation, SEEK/College Discovery, STEM Enrollment & Degrees Granted, and Student Profile / Demographic Information. A final section on the right lists 'Higher Education Opportunity Act (HEOA) CUNY Disclosures' and 'The Higher Education Opportunity Act (HEOA) (PL 110-315)', with sub-items: HEOA Diversity Reports, HEOA Retention Rate Reports, HEOA Graduation Rate Reports, and HEOA Transfer Rate Reports. A 'Contact Us' box in the bottom left provides the address: 555 West 57th Street - Suite 1240, New York, New York 10019, and contact information: Tel: 212-541-0372, Fax: 212-541-0392, and a link to the 'Staff Directory'.

# OIRA Password-Protected Website

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- Detailed official enrollment reports
- Interactive drill-down reports of applicants, admits, and enrollees by demographic characteristics and academic indicators
- Passwords available to CUNY staff by request

## **Enrollment Management Reports**

### **Reports On Enrollment Management Topics**

[Presentation: Changes in Undergraduate Student Profile: Implications for New Student Orientation \(3-13-12\)](#)

[Enrollment by Credits Attempted \(2-14-12\)](#)

[Trends in First-time Freshman Characteristics by College \(added 11-22-11\)](#)

[Trends in Baccalaureate Enrollment and Degrees Granted by Major](#)

[Trends in Master's Degree Enrollment and Degrees Granted by Major](#)

[Trends in Advanced Certificate Enrollment and Degrees Granted by Major](#)

[Applications, Admissions, and Enrollment by Phase and College](#)

### **Applications, Admissions, and Enrollment: Drill-Down Reports**

*\*Fall 2011 data for Kingsborough and LaGuardia are preliminary*

[ENMG 0001 Applications, Admission and Enrollment, by College and Choice](#)

[ENMG 0002 Applications, Admission and Enrollment by College, Race/Ethnicity, Gender and High School](#)

[ENMG 0003 Applications, Admission and Enrollment by College, SAT Score Band and High School](#)

[ENMG 0004 Applications, Admission and Enrollment, by College, Region, County/Borough and High School](#)

[ENMG 0005 Applications, Admission and Enrollment, by College, Region, County/Borough, High School and SAT Score Band](#)

[ENMG 0006 Applications, Admission and Enrollment by College, SAT Score Band, Race/Ethnicity, Borough/County and High School](#)

# Institutional Research Database (IRDB)

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- Official fixed, frozen repository of University-wide historical enrollments and ancillary data
  - New data added every term after census date
- Available to college IR offices and Central Office researchers
- Optimized for reporting
  - Trends in enrollment by college, term, degree, major
  - Tracking freshman cohorts for retention and graduation
  - Supports “canned” official reports and *ad hoc* queries
  - Data are very robust, but complex

# CUNY Business Intelligence Lite (CBIL)

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- Enrollment and course data to facilitate
  - “Flash” reporting
  - Daily enrollment tracking
  - Course availability analyses
- Refreshed daily (around noon) from Administrative Data Warehouse (ADW), 1-day lag on transactional data
- Only available for schools on CUNYFirst
- Available automatically to college IR offices at schools on CF (same end-user layer as IRDB)
  - Registrars and Enrollment Managers may request access through campus IR offices

# Getting Access to CBIL

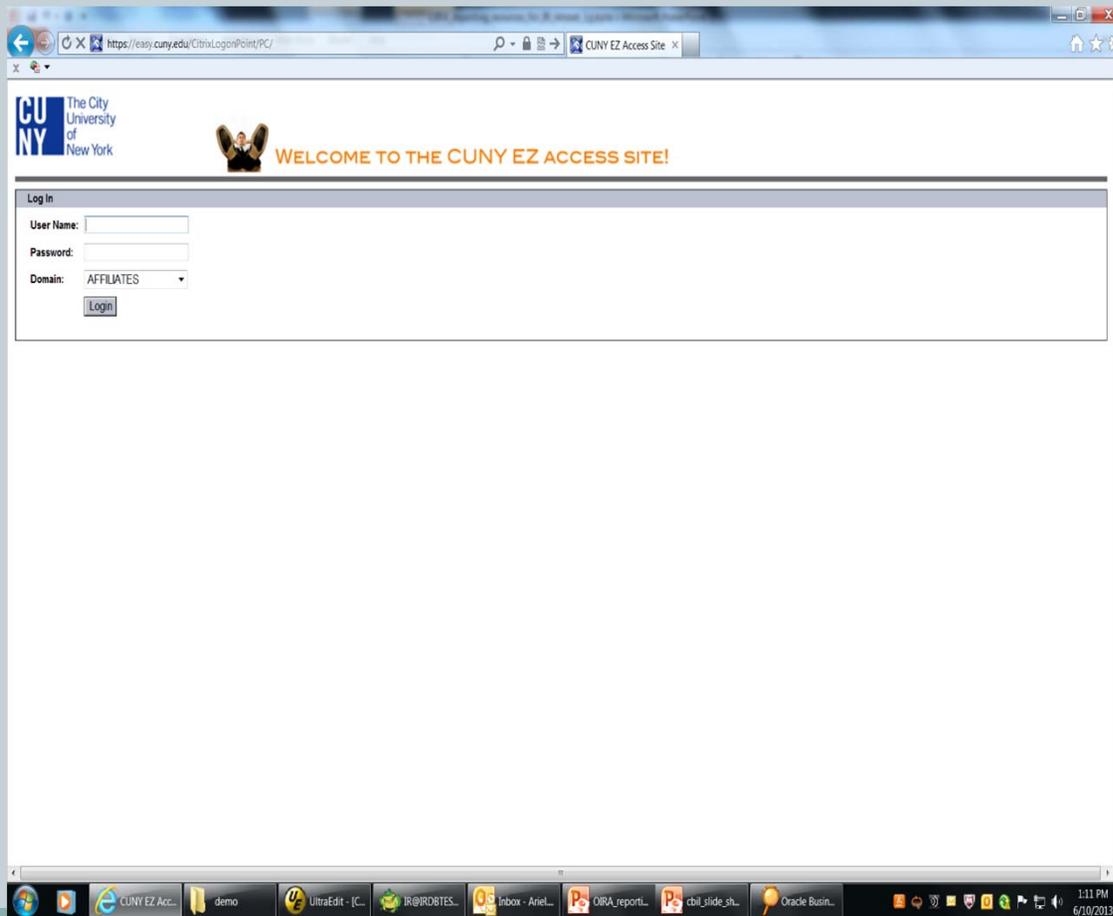
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- College IR offices are the first lines of support for new campus users to access and learn to use CBIL
- Access requires
  1. A Citrix account provided by CUNY CIS (submit service desk ticket)
  2. A Citrix web plug-in installed by campus IT
  3. A CBIL account provided by OIRA
    - ✦ Registrars can request a CBIL account through IR Directors
    - ✦ Directors send requests to Mai Lam ([Mai.Lam@cuny.edu](mailto:Mai.Lam@cuny.edu))
      - Name, Title, Department, Email Address, Telephone number
- Accounts for staff at CF wave 4 schools can be created between crossover and beginning of fall 2014 registration
- CBIL passwords can be retrieved/reset by calling Albert Moy (OIRA DBA) at 212.541.1007 (not CUNY CIS)

# Begin by logging on to Citrix

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<https://easy.cuny.edu/CitrixLogonPoint/PC/>



## Requires:

- A Citrix account:
- *Provided by CIS*
- Web plug-in
- *Installed by campus IT*

# Launch Oracle Discoverer Desktop

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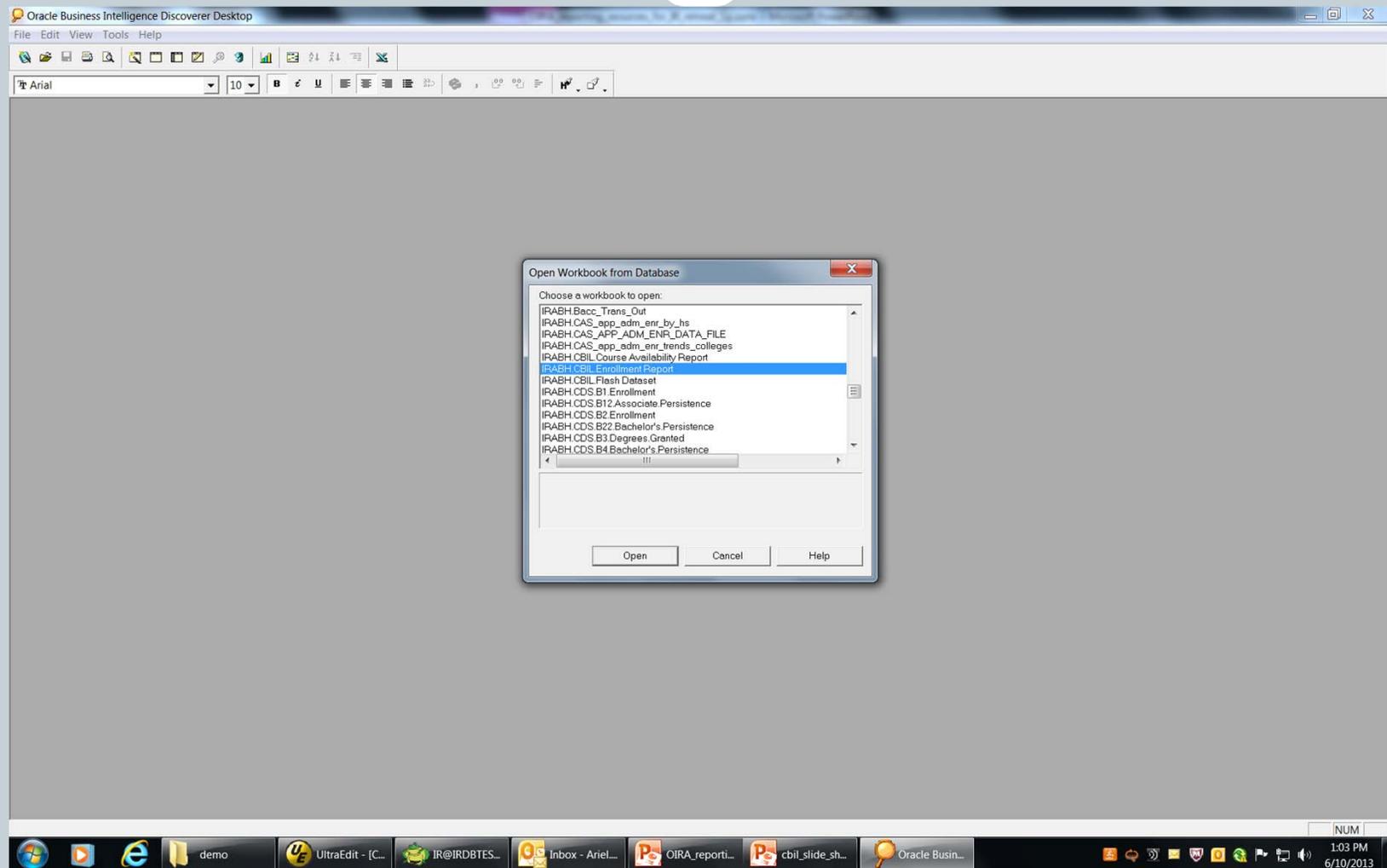
The screenshot displays a Citrix session window titled "CUNY EZ Access Site". The browser address bar shows the URL "https://easy.cuny.edu/CitrixSessionInit/NUI.aspx". The page header includes the CUNY logo (The City University of New York) and a "WELCOME TO THE CUNY EZ ACCESS SITE!" message. A "Logout" button is located in the top right corner. The main content area is titled "Applications" and contains a list of available applications:

- OIRA - Flash Enrollment
- Oracle Discoverer Desktop

The Windows taskbar at the bottom shows several open applications: CUNY EZ Acc..., demo, UltraEdit - [C..., IR@IRDBTES..., Inbox - Ariel..., OIRA\_reporti..., cbiil\_slide\_sh..., and Oracle Busin... The system tray in the bottom right corner displays the time as 1:13 PM and the date as 6/10/2013.

# Open a Workbook from the Database

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# Launch Flash Dataset

## CBIL FLASH DATASET

### New Undergraduate Students

Page Items: : CF Institution: HTR01 ▾ : IR Run Date: 03-DEC-2013 ▾ : IR College Name: Hunter ▾ : IR Semester Enrolled: Fall ▾ : IR Year Enrolled: 2013 ▾

			IR Headcount
: IR New Student Description	: IR SEEK/CD	: IR Full-time/Part-time	
1 First-time Freshmen	Regular	FULL-TIME	1,847
		PART-TIME	55
	Special	FULL-TIME	91
	NEW STUDENT SUBTOTAL		1,993
2 Advanced Standing Transfers	Regular	FULL-TIME	1,247
		PART-TIME	601
	Special	FULL-TIME	35
		PART-TIME	2
	NEW STUDENT SUBTOTAL		1,885

# Launch CBIL Enrollment Report

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## CBIL FLASH DATASET Undergraduate Enrollment

Page Items: CF Institution: <All> ▾ IR Run Date: 20-FEB-2013 ▾ IR College Name: <All> ▾ IR Semester Enrolled: Spring ▾

IR Class Level	IR Degree Status	Category	IR Full-time/Part-tim	IR Headcount	CF Units Progress Sum	
UNDERGRADUATE	DEGREE	Regular	full-time	47,462	681,521.0	
			part-time	29,490	207,965.5	
		SEEK/CD	full-time	2,553	36,513.5	
			part-time	393	2,966.5	
		<b>DEGREE STATUS SUBTOTAL</b>			<b>79,898</b>	<b>928,966.5</b>
		NONDEGREE	High School Student	full-time	78	1,076.0
	part-time			3,525	13,867.5	
	Other		full-time	144	1,972.0	
			part-time	1,526	9,090.5	
	<b>DEGREE STATUS SUBTOTAL</b>			<b>5,273</b>	<b>26,006.0</b>	
	<b>Undergraduate Total</b>			<b>85,171</b>	<b>954,972.5</b>	

# Launch Course Availability Report

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## CUNY Business Intelligence Lite Course Availability by College

Page Items: IR Semester: Fall | IR Year: 2013 | IR Run Date: 11-NOV-2013

	Number of Courses	Number of Sections	Number of Seats Allocated	Number of Seats Occupied	Total Progress Units	Number of Seats Available	Percentage of Seats Available
IR College Nar							
BMCC	461	3,827	106,750	88,189	308,680.0	18,561	17.4%
Bronx	374	2,097	52,137	44,152	145,575.0	7,985	15.3%
Brooklyn	1,605	3,144	275,717	60,282	183,697.5	215,435	78.1%
Guttman	35	184	5,473	2,706	14,400.0	2,767	50.6%
Hostos	288	1,152	142,086	25,770	87,193.0	116,316	81.9%
Hunter	2,368	5,067	135,546	90,135	281,231.5	45,411	33.5%
Kingsborough	550	3,315	96,898	69,404	215,859.0	27,494	28.4%
LaGuardia	528	3,548	113,970	69,296	230,001.5	44,674	39.2%
Law School	43	78	2,253	1,467	5,584.0	786	34.9%
Lehman	1,155	2,738	46,743	40,803	128,822.0	5,940	12.7%
NYCCT	746	2,941	74,519	66,299	215,848.5	8,220	11.0%
Queens	1,649	4,287	115,134	70,548	215,248.0	44,586	38.7%
Queensborough	523	2,891	66,116	64,822	199,521.0	1,294	2.0%
Staten Island	992	2,481	70,456	51,740	167,450.0	18,716	26.6%
York	705	1,570	43,566	31,552	89,212.0	12,014	27.6%

College | Course Type | Instruction Mode | Pathways | Course Title | Section

# We're building a new interface to provide

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- More user-friendly web-based access
  - Nothing to install
  - Nothing to connect to (behind the scenes)
  - Increased sharing
- Expanded functionality
  - Greater flexibility creating ad-hoc queries
  - Scheduled reports
  - Better visualization options
- *Some time in the new year...*

# Appendix

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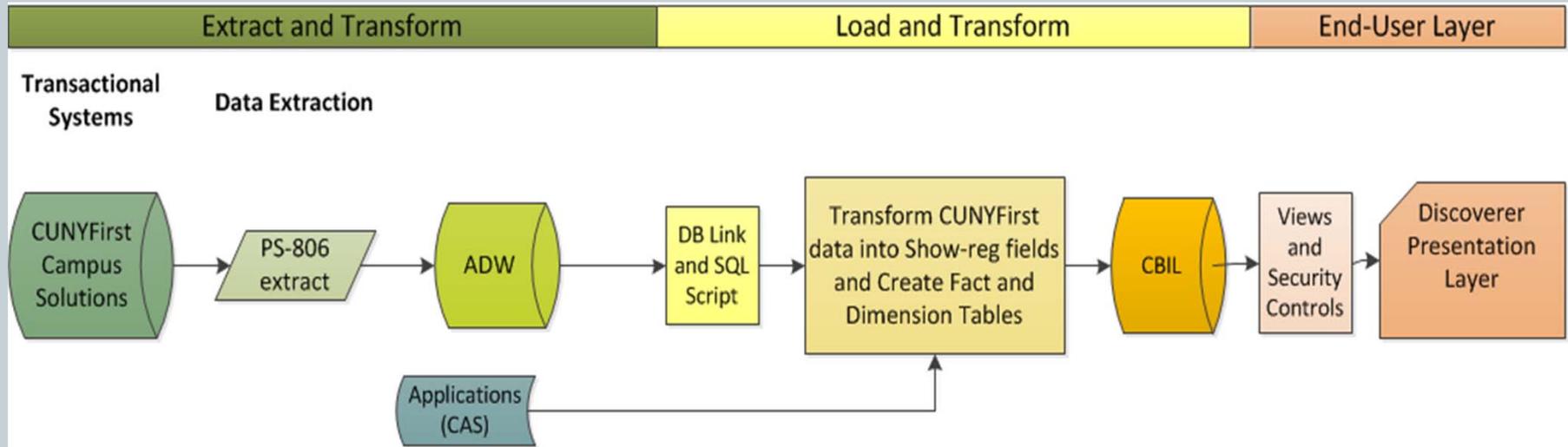
# Overview of CUNY Reporting Resources

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Data Sources	Timelines	Available data	Level of Transformation	Platforms/ Tools for Access
<b>CUNYfirst Reporting Instance</b>	Daily (1-day lag for Reporting Instance)	All HCM, CS, and Finance data are available.	Low: Effective dating, predefined joins, and canned queries	PS Query
<b>I-806/I-856/ADW</b>	Daily	138 CF tables, Limited set of HCM and CS data	None	SQL and Crystal Enterprise
<b>I-805 extract</b>	Daily	Enrollment and testing data	Low	SPSS, Crystal Reports, APEX, and OBIEE
<b>I-184a extract</b>	On demand	Show-Registration, Performance, and Graduation data	Moderate: Effective dating and 19 computed fields	SPSS
<b>CBIL</b>	Daily (1 ½-day lag)	Five semesters of admission and enrollment data; Faculty Workload	Moderate: Computed fields similar to those in IRDB History Facts	Oracle Discoverer
<b>IRDB</b>	Term-based census data	1990 to present	High: Optimized for reporting trends and outcomes	Oracle Discoverer
<b>Future reporting resources</b>	<i>Daily</i>	<i>In development</i>		Oracle Data Integrator, OBIEE

# CBIL Data Flows

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# CUNYfirst Data Distribution

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