**ACADEMIC**

**NCWIT&**

**ALLIANCE**

# NCWIT TRACKING TOOL
# INFORMATION SHEET
# FOR ACADEMIC ALLIANCE MEMBERS

The NCWIT Tracking Tool is an online evaluation tool to help academic departments evaluate efforts for recruiting and retaining undergraduate students by collecting and charting enrollment and outcome data (i.e., applicants, acceptances, new enrollments, declared majors, attrition, retention, completions) by major (i.e., computer science, information systems). For now, the Tracking Tool is designed for 4-year colleges, but a version for 2-year colleges will be in development this academic year.

**What do you need from my organization?**
NCWIT requests that all Academic Alliance member organizations use the Tracking Tool to *provide enrollment data (declared majors) from their first year of membership to the current year*. Each academic year, NCWIT will ask you to update your data. Academic Alliance member organizations are only asked to report on their declared majors (enrollments). This means you will only need to provide Institutional Information and complete a part of Section 3 in the Tracking Tool.

However, NCWIT strongly encourages schools to input additional data in order to track and understand diversity trends in applicants, acceptances, new enrollments, attrition, retention, and graduation rates. Users interested in submitting this additional data should use the excel data template for NCWIT Extension Services clients.

Different schools have different methods of getting this information. Some departments employ dedicated staff who can pull this data, while other departments may need to collaborate with the Institutional Research (IR) office to gather data.

**Which departments on my campus should participate?**
For Academic Alliance members with more than one affiliated department, NCWIT asks that you provide data for *each affiliated computing department*. The tracking tool allows you to enter data for each major separately.

**Why should my school use the Tracking Tool?**
The Tracking Tool allows you to visualize your undergraduate recruiting and retention data. The tool also allows you to compare your progress to 1) other schools that offer similar degrees, 2) other schools with the same majors, and 3) national data sources such as IPEDS and Taulbee. After logging in, you can view your trends as charts and then export these charts for grant proposals or other university work (see below for examples).

**What does NCWIT get out of this?**
Did you know that there is no national data source to track enrollments in computing by gender?  Accordingly, NCWIT created the Tracking Tool to document national progress in women's computing enrollments and other important outcomes. Your Tracking Tool contributions therefore also help NCWIT expand a vital data set for ongoing research and analysis.

**Confidentiality of your Data**
Data is confidential to NCWIT and its external evaluator and is not identifiable to other users. Each individual school can access and view their own data; data from other institutions can only be viewed as aggregated and anonymized trends. NCWIT may share these aggregated and anonymous results with the general public in order to gauge impact. NCWIT does not evaluate or report on individual institutions.

**Didn't my school already provide some of this data to NCWIT?**
Possibly. Over 150 different Academic Alliance schools have entered data. Your institution may have already provided data that you can begin working with.  Each time you log into the Tracking Tool you will see any data your organization has previously provided. To save time and effort, we suggest that you log into the Tracking Tool *before* compiling your data in order to get a better sense of which data are still needed.

**What kind of information will you need from my school?**
The Excel sheets (available on the NCWIT Tracking Tool homepage) provide a template for inputting Tracking Tool data. See below for specifics about what is required for each section of the Tracking Tool.

**<u>AA Required: SECTION 3</u>**
The tool tracks the following enrollments by gender and race/ethnicity for an academic school year:
- How many students have declared a major
  - This is the total (unduplicated) number of all undergraduates enrolled in a program.

<u>AA Optional: SECTION 3</u>
Academic Alliance members may also enter data in Section 3 that tracks key retention outcomes for a cohort of students by gender.
- How many students are enrolled in the same major or a different major at the beginning of the next academic year
- How many students graduated before the beginning of the next academic year
- How many students left the institution without graduating before the beginning of the next academic year

**Note:  If your department decides to complete Section 2, you will not need to complete Section 3.**

AA Optional: SECTION 1
The tool can also be used to track diversity trends among the following outcomes:
- How many full-time students applied to the department major
  - These are new freshman applicants and new transfer students
- How many full-time students were accepted into the department major
  - Of the new applications received, how many of those students were accepted
- How many full-time students are newly enrolled in the department major
  - Of the new students that were accepted, how many of those students actually enrolled in the department major

AA Optional: SECTION 2
- How many students have declared a major
  - This is the total headcount of all undergraduates enrolled in a program
- How many students were still enrolled in the same major (retention) at the beginning of the next academic year
- How many students were enrolled in a different major (attrition) at the beginning of the next academic year
- How many students graduated before beginning the next academic year
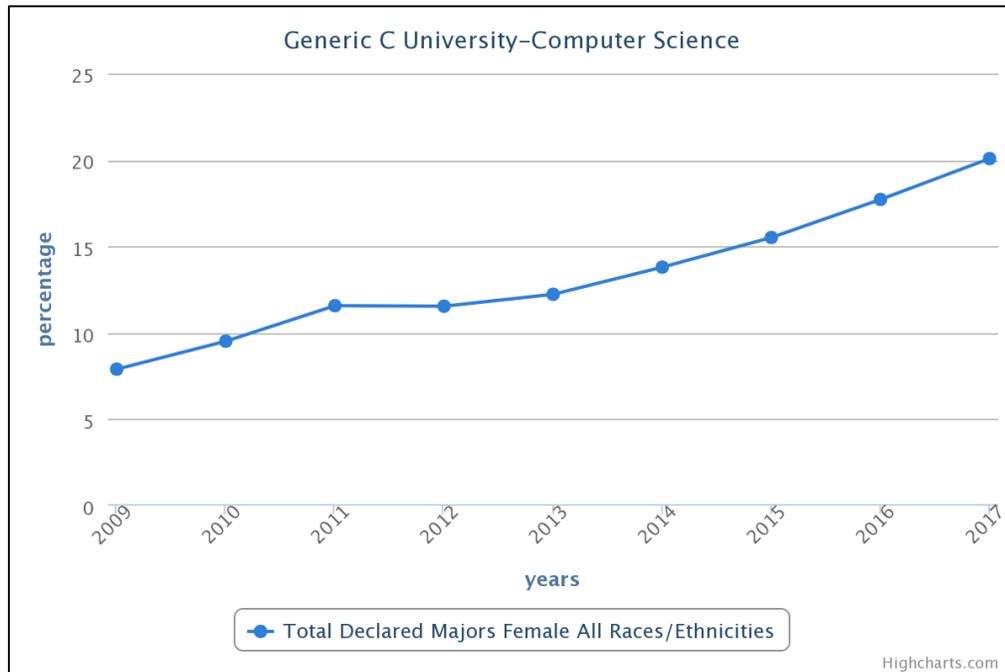- How many students left the institution without graduating before the next academic year

**Note:  If your department decides to complete Section 2, you will not need to complete Section 3.**

**<u>COMPARISON OPTIONS</u>**
The tracking tool can provide online graphs so users can easily compare their department's record to the overall Academic Alliance and other national averages. For example, the charts can show:
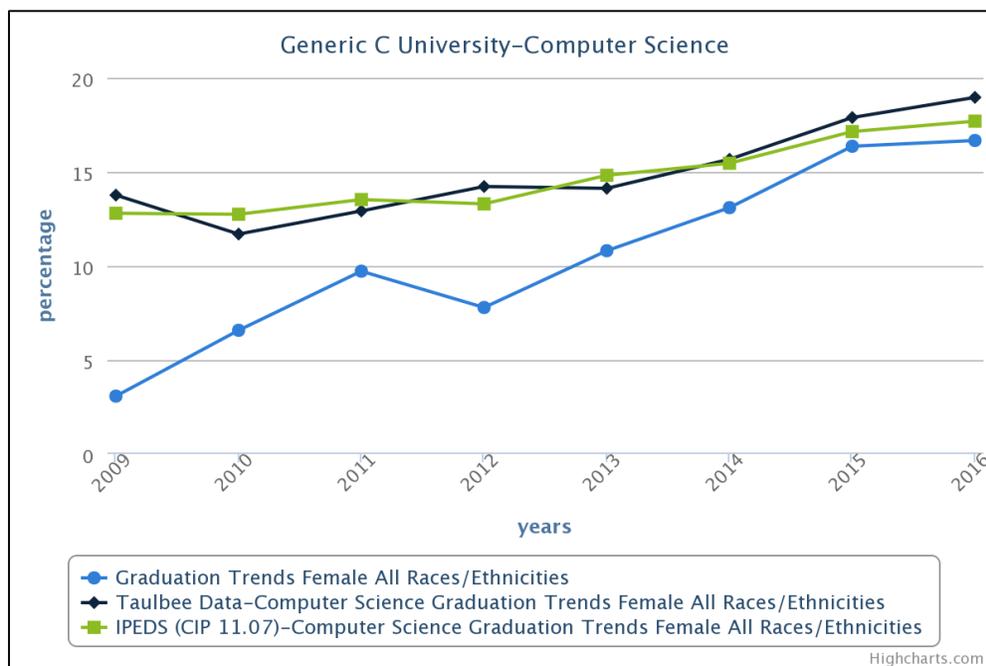- How the female enrollment (declared majors) rate in your department compares to the Academic Alliance average
- How women's graduation rate in your department compares to the national average (IPEDS and Taulbee)
- How the female acceptance rate in your department compares to the Academic Alliance average

Below are examples of tracking tool charts accessible to users. These charts represent the academic years 2009-2010 through 2017-2018
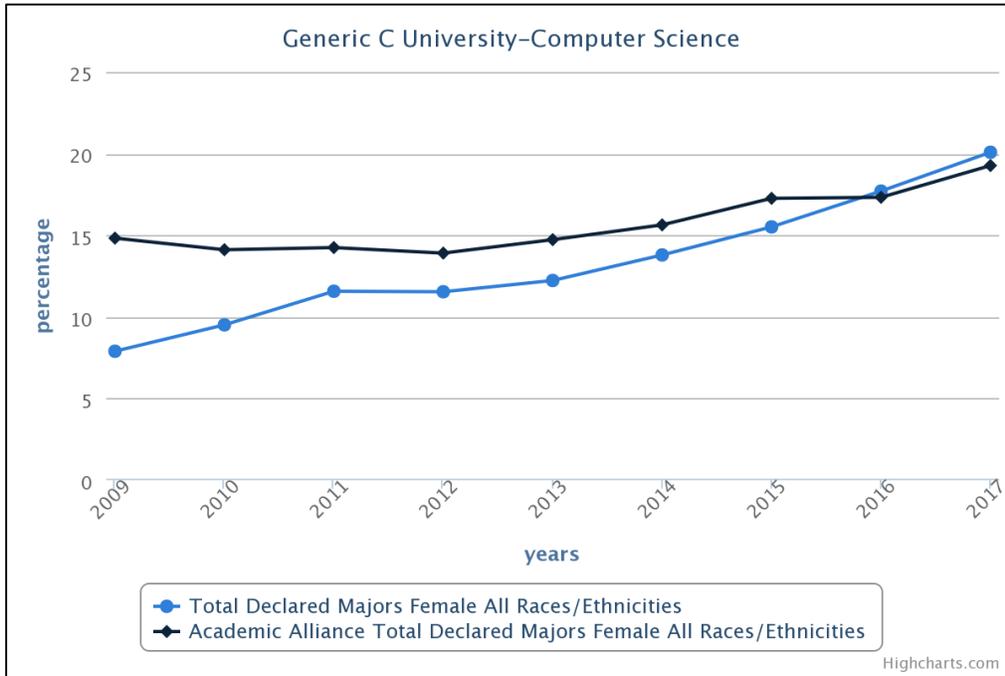


*Women's Representation among Declared Majors in Computer Science*

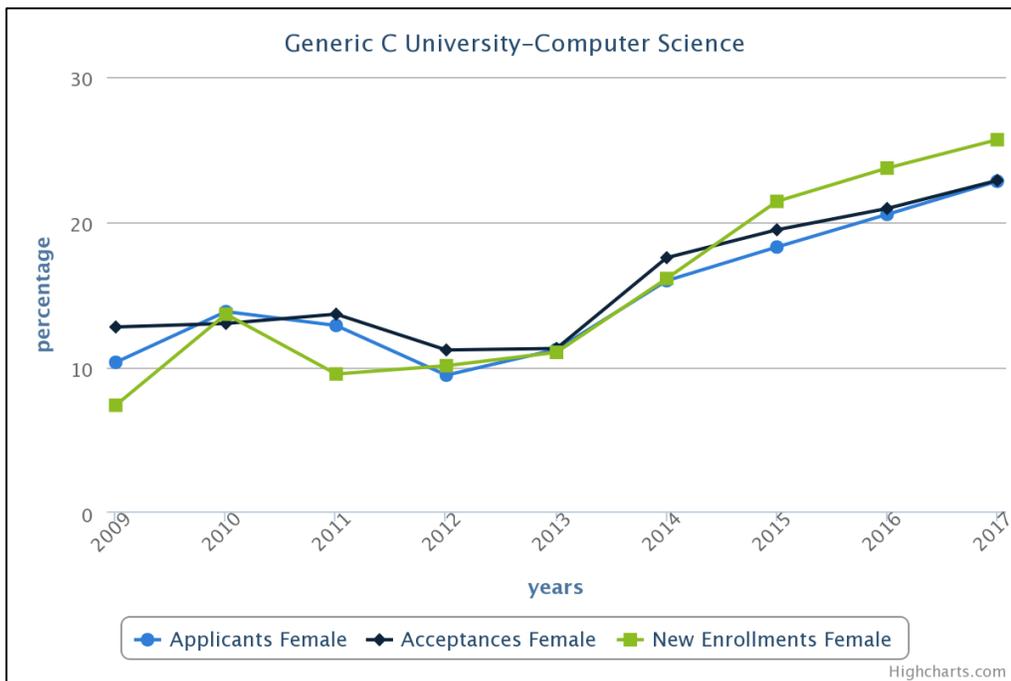**Figure 1: Female Declared Majors Trend in Computer Science (2009-2017)**



*Women's Representation among Graduating Students in Computer Science*

**Figure 2: Comparison of Female Graduation Trends in CS, Taulbee, & IPEDS Graduation Data**

*Women's Comparison of Declared Majors in Computer Science*

**Figure 3: Comparison of Female Declared Majors & Academic Alliance Member Schools**



*Women's Representation of Applicants, Acceptances, and Newly Enrolled Students in Computer Science*

**Figure 4: Female Percentage of Applicants, Acceptances, and Newly Enrolled Students**

*For questions, please contact Dr. Leisa Thompson, NCWIT Extension Services Director of Research and Consulting, at trackingtoolhelp@ncwit.org.*