NAVIGATING THE FACT BOOK

Western’s Fact Book has a huge amount of data, some available to the public at large and some available only to current faculty and staff. Navigating around can often be difficult, especially when you have a specific question in mind. The questions below are some of the most frequently asked and should give new users a good overview of the types of data available and where to find them.

Questions and suggestions should be sent to ir@wwu.edu

Access the Fact Book: www.wwu.edu/ir

GENERAL DATA

1 - How many students are enrolled at Western this term?
   Report: Enrollment & Retention – by Total Student Enrollment

2 – What is the retention/graduation rate of students?
   Report: Enrollment & Retention – Freshmen/Transfer Retention & Graduation
   Note: Official rates published by the university are always for full-time freshmen only.

3 – How many degrees did the university/my college/my department award last year?
   There are two options for this question
   Report A: Degree Production (this report is more visual with graphs)
   Report B: Internal - Degree Majors Awarded (this report is more numbers with charts & detail)

4 – How many students at Western are part time?
   Report: Internal - Student Profile Report

5 – Did the number of applications for admission increase or decrease this year?
   There are two options for this question
   Report A: Internal - Admissions Enrollment Report
   Report B: www.wwu.edu/ir - Quick Links (on the far right) - Key Performance Dashboard – Admissions tab

6 – I want to compare Western to another college – how do I do that?
   Report: Common Data Set
   Note: Most institutions now publically post this same set of data on their websites for comparison.

7 – What data do we send to the federal government?
   Report: Internal - IPEDS Reports
   Note: Data from IPEDS is commonly used in federal education reports and news articles.

STUDENT / ENROLLMENT DATA

8 – How many students are enrolled in XX major this term?
   Report: Internal – Majors Enrolled
   Note: Click the name of a college, then department, to see individual headcounts by major. Students with more than one major are counted once for each major. Report headcount includes majors, pre-majors, and students in certificate programs.

9 – What is the average student credit load at Western?
   Report: Enrollment & Retention - Courses & Credit Hours

10 – How long does it take a student to earn a degree in my department/college?
    Report: Internal – Time to Degree Reports

11 – How diverse are Western students?
    There are two options for this question!
    Report A: Enrollment & Retention – by Gender & Ethnicity
    Report B: www.wwu.edu/diversity/stats

12 – Where do most international students at Western come from?
    Report: Enrollment & Retention – by Residency Status – Residency by Origin
COURSE DATA

13 – Which courses in our department have the largest waitlist?
Report: Internal – Course Enrollment
Note: You can look at this by course subject and see the graph or download the Excel Report for trend data and to see data for all course subjects.

14 – What’s the total student credit hour trend for our college over the last few years?
Report: Internal – Student Credit Hours
Note: Click the graph icon next to the college name to see trend data. Also available by department.

15 – Is XXX course under-enrolling?
Report: Internal – Course Enrollment
Note: Select a Subject from the dropdown menu then select a specific course from the dropdown called “Select to view Trend/Academic Year” to see course enrollment trend data

FACULTY DATA

16 – Who teaches the most student credit hours in our department?
Report: Internal – Student Credit Hours
Note: Click the name of your college, then click the name of your department to see all faculty for a given academic year. Click “Total SCH” to sort

17 – What courses has Professor XX taught in the last seven years?
Report: Internal – Student Credit Hours
Note: Click the name of the faculty person’s home college, then home department, then click on their name. Click the plus sign to expand an academic year and see all the course information.

18 – How many faculty work at Western?
Report: Internal – Faculty Profile Report
Note: Report shows official Fall snapshot data only. Contact Academic Budget and Administration for more specific data or for annual data.

19 – Has the number of faculty in our department increased over the last 5 years?
Report: Internal – Faculty Headcount & FTE – Faculty Headcount YYYY-YYYY

20 – My question isn’t answered above; I need data about:
- a specific course
- long term trends
- faculty associated with courses
- grade distribution
- student demographics by college/department/major
- GURs
- something else

These types of data are either sensitive or very specific and therefore aren’t on the Fact Book.

This is a great opportunity to contact the Office of Institutional Research to set up a meeting to discuss submitting a data request to get your question answered. Staff are always happy to help create reports or set up a process where you can get the data yourself.

Contact us at ir@wwu.edu or go to www.wwu.edu/ir for more information.