Faculty Participation Dashboard: A Deep Dive

WEBINAR · Thursday, September 17, 2026 · 12:00 PM ET

insights by eLumen

Today's plan

1. **Quick recap**
   Where this dashboard fits and what it's designed to show
2. **Questions it answers**
   Five real questions, answered live in the dashboard
3. **Under the hood**
   How each number is calculated, and the one key assumption to keep in mind
4. **Make it yours**
   Simple customizations you can make without a developer
5. **Known gaps & what's next**
   What's available now and the gap we are working to close

HOUSEKEEPING

Recorded
We'll share the recording afterward.

Questions in chat
Drop them in anytime; we'll address them in Q&A (~15 min at the end).

Mostly live demo
Slides carry annotated screenshots so you can use the deck as a reference later.

Sample data throughout. Names & numbers are fictitious.

Quick recap

Where Faculty Participation Fits in the Workflow

Three dashboards, three questions

Faculty Participation

"Who is participating?"

Has assessment data been submitted?

TODAY'S DEEP DIVE

Institutional Statistics

"What are we assessing and where?"

How much coverage do we have?

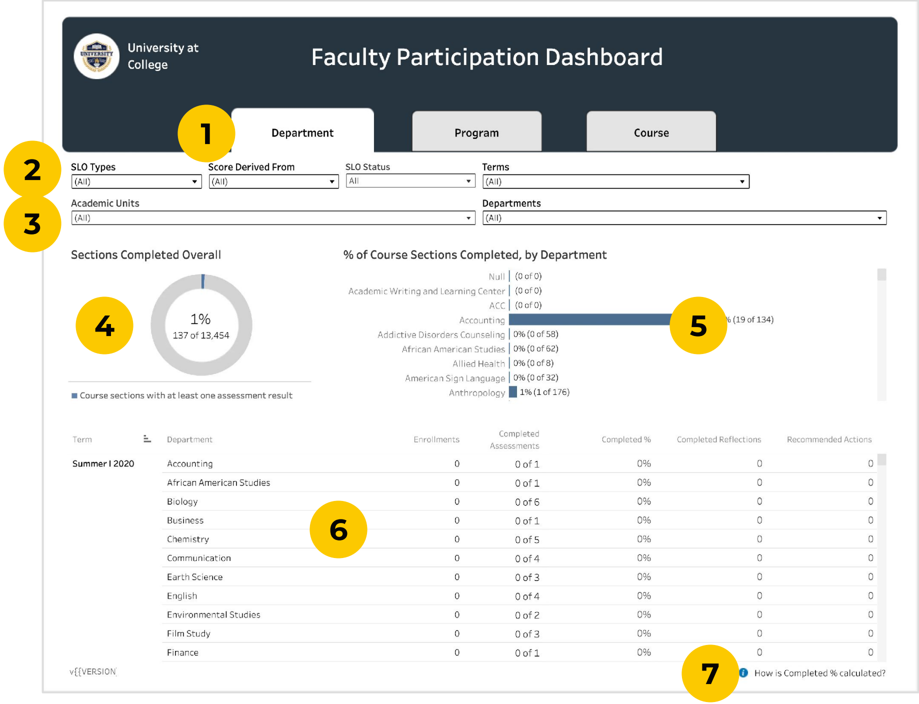
SLO Performance

"What are students learning?"

What are the results telling us?

Faculty Participation is the first step in the workflow. If assessment data has not been submitted, the other two dashboards have nothing to show. This is the dashboard two watch as deadlines approach.

Anatomy of the dashboard



Screenshot: Department view.

1. **View tabs**
   Department · Program · Course
2. **Scope filters**
   SLO type, score method, SLO status, terms
3. **Unit filters**
   Academic unit, department, program, course
4. **Sections Completed Overall**
   Donut: sections completed of sections planned
5. **% of Course Sections Completed, by …**
   One bar per unit, labeled % (x of y)
6. **Details table**
   One row per unit; export from here
7. **ⓘ Definitions**
   Hover for “How is Completed % calculated?”

Three views, one question, different rows

ON EVERY VIEW Enrollments (not unique headcount) · Completed Assessments (x of y) · Completed % · Completed Reflections

Department

One row per department

ALSO ON THIS VIEW

- Recommended Actions

Best for: deans and VPs comparing departments at a glance

Program

One row per program → course group → course → SLO

ALSO ON THIS VIEW

- Recommended Actions

Best for: program coordinators tracking their courses

Course

One row per course, or per section with Show Sections = Yes

ALSO ON THIS VIEW

- Action Plans
- Section view: Completed CLOs and Assessment Completed Yes / No replace Completed %

Best for: finding the sections still waiting on a score

Every row is one unit in one term. Same filters and the same Completed % math on every tab. Only the unit changes.

Questions it answers

Five Common Questions this Dashboard Can Answer

Five example questions

1. **“What's our overall completion rate right now?”**
   Completed Overall donut, any tab. Pick the term, narrow the scope, read the donut

2. **“Which departments are behind, and by how much?”**
   Department tab → bar chart. Every bar reads % (x of y); click a bar to filter everything else to it

3. **“Which sections still haven't entered a score?”**
   Course tab → Show Sections = Yes → Assessment Completed = No

4. **“Are we following through, not just scoring?”**
   Course tab table — Completed Reflections, Action Plans, Completed CLOs

5. **“How does this term compare with previous terms?”**
   Pick a department and the terms to compare → one row per term in the Details table → download and chart it

● LIVE

▸ FACULTY PARTICIPATION

Live walkthrough

The five questions, answered live in the dashboard

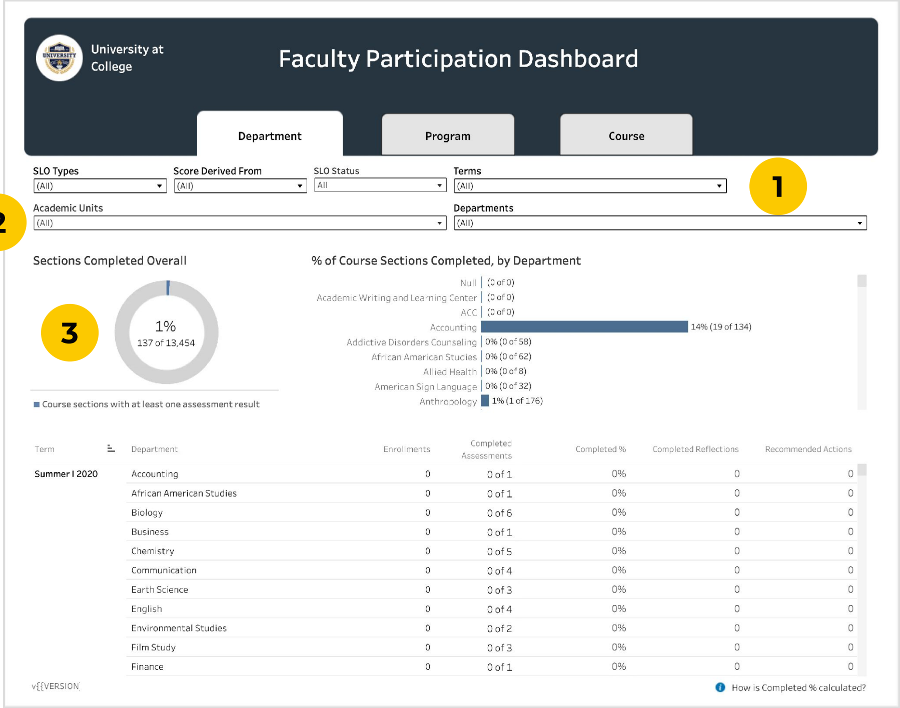
“What's our overall completion rate right now?”

WHERE TO LOOK
Completed Overall donut (any tab)

1. **Pick the term**
   Terms filter → the terms you care about. Check Fall and Spring for a whole academic year.

2. **Narrow the scope**
   Academic Units or Departments filter. Optional; skip it for the institution-wide number.

3. **Read the donut**
   Center shows Completed %, and x of y sections underneath.



“Completed” = at least one result entered, finalized or not. Want finalized only? Add a filter on result status.

“Which departments are behind, and by how much?”

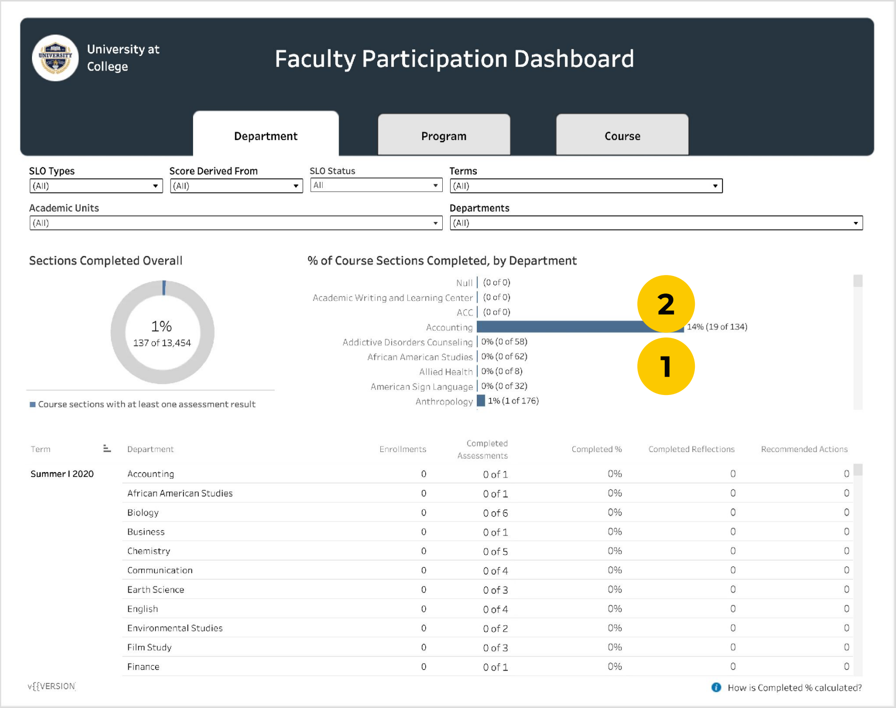
WHERE TO LOOK

Department tab → Completed by Department bar

1. **Read the bars**
   Each bar is labeled % (x of y). Alphabetical by default; sorting by rate is a customization.

2. **Click a bar**
   Every other visual, the donut and the table, filters to that department.

3. **Click it again to clear**
   The selection sticks, even when you switch tabs, until you clear it.



Short bars with big y values (e.g., 0 of 298) are where a nudge moves the institution-wide number most.

“Which sections still haven't entered a score?”

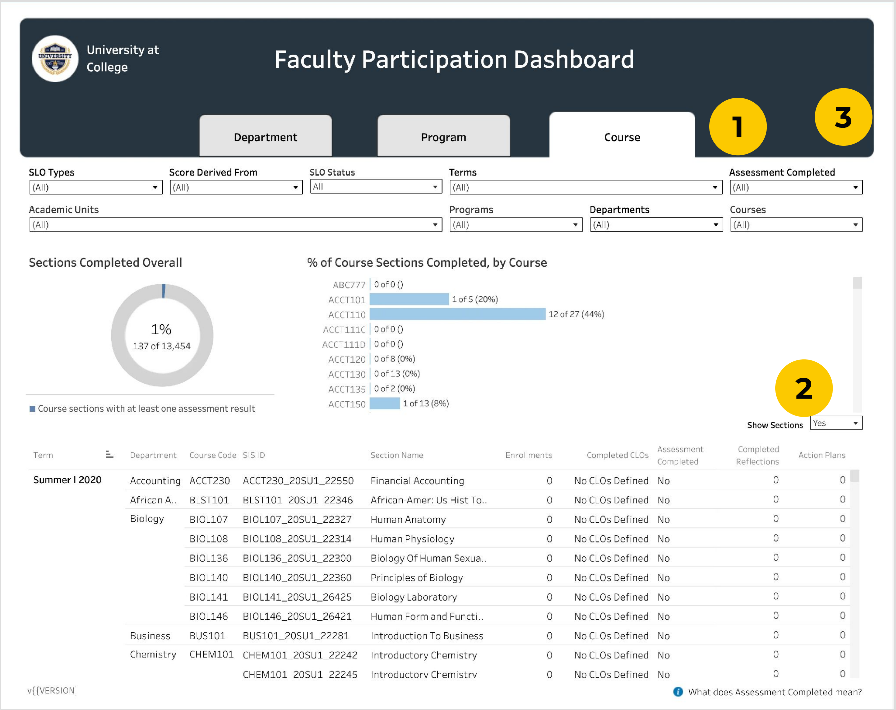
WHERE TO LOOK

Course tab → Show Sections = Yes

1 **Switch to Course**
Set Departments or Courses filter to your area.

2 **Show Sections → Yes**
Table drops to one row per section, with Assessment Completed Yes / No.

3 **Assessment Completed → No**
A filter appears top-right on the section view. Set it to No — those are the sections to follow up with.



This is the follow-up list. Every ‘No’ is a section with zero assessment results in the selected term.

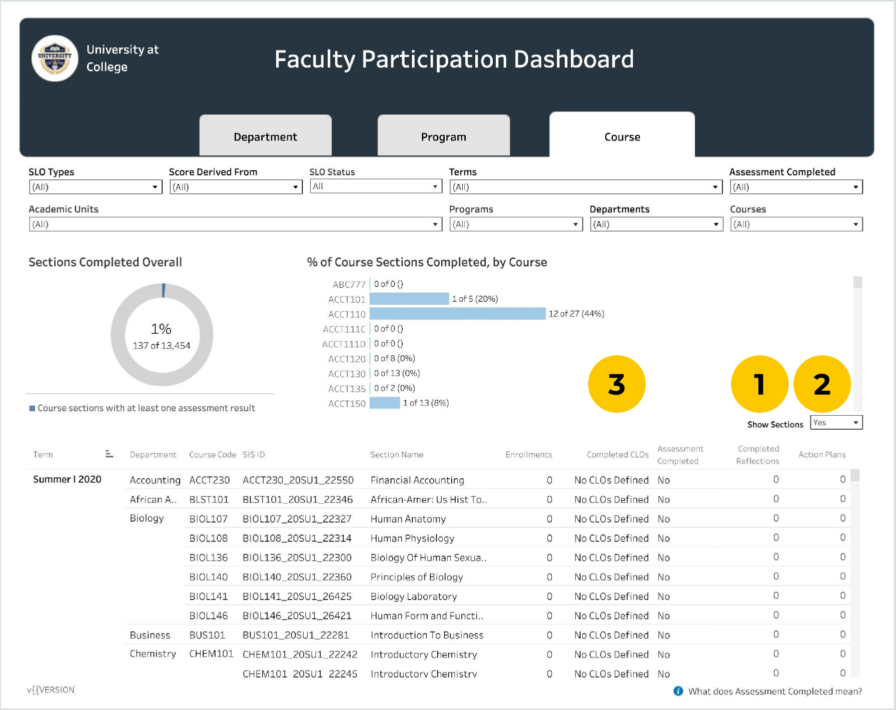
“Are we following through, not just scoring?”

WHERE TO LOOK
Course tab table — right-hand columns

1. **Completed Reflections**
   Count of reflections tied to each section. Zero = nobody reflected.

2. **Action Plans**
   Count of action plans tied to each section (Course view only).

3. **Completed CLOs**
   Sections only: how many of the course's CLOs were assessed, e.g. 2 of 3 (1 archived).



Scoring is step one. Reflections and action plans are the evidence accreditors ask for next.

“How does this term compare with previous terms?”

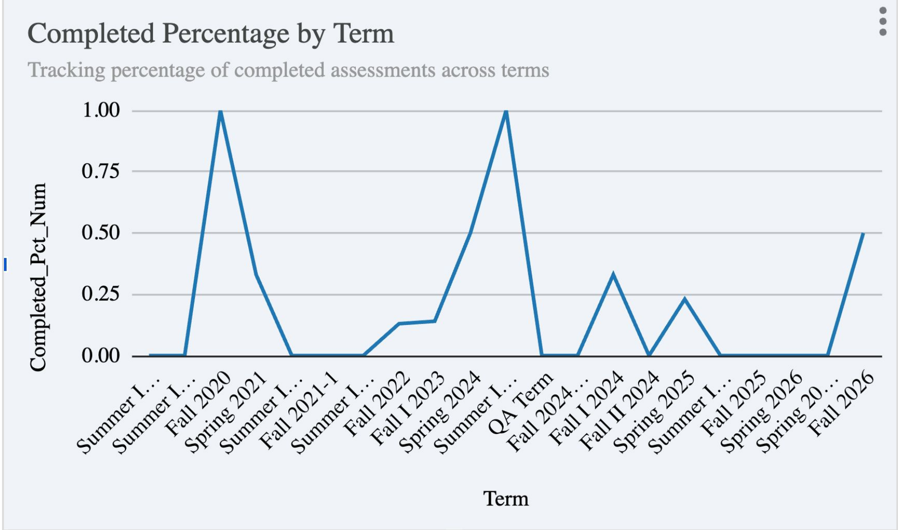
WHERE TO LOOK

Departments filter + Details table + Download

1. **Pick a department and the terms to compare**
   Departments filter → one department. Terms filter → as many terms as you want. Table shows one row per term, oldest first.

2. **Download the table**
   Download → Crosstab → “Table - Department Participation Details” → Excel or CSV.

3. **Chart it in the tool you like**
   Excel, Google Sheets, or anything else. Term on the x-axis, Completed % on the y-axis. That’s your trend line.



Filter cheat sheet

SLO Types
CLO / PLO / ILO. Keep Null checked — sections with no results have no SLO type and would be hidden.

Score Derived From
Calc method behind the scores. Same rule: keep Null checked, or sections with no results are hidden.

SLO Status
Leave on All. Active / Archived keeps only results on outcomes of that status — sections with no results are hidden.

Terms
The one you'll touch every time. Multi-select works.

Academic Units
Top of the hierarchy: college / division.

Departments / Programs / Courses
Narrow to your area. Programs scope to the courses they contain.

Show Sections (Course tab)
Yes = one row per section; No = one row per course.

Assessment Completed (sections only)
Yes / No / All. Set to No for the follow-up list.

Filters are shared across the three tabs. SLO Types and Score Derived From only exist on collected results — if you want to see what’s missing, Null must stay in.

Under the hood

How the key numbers are calculated

How Completed % is calculated

$$\textbf{Completed \%} = \frac{x \quad \text{Completed Assessments}}{y \quad \text{Planned Assessments}}$$

x • Completed Assessments

- Distinct course sections with at least one assessment result
- Any result counts, finalized or not
- Private outcomes excluded

```
COUNTD(IF [Classification] <> 'private'
  AND NOT ISNULL([Assessment Result Id])
  THEN [Section Id] END)
```

y • Planned Assessments

- Distinct course sections in the current filters
- Assumes every section has exactly one planned assessment

```
COUNTD([Section Id])
```

Different from SLO Performance, which counts finalized results only. Here we ask “did anyone score anything?”

The one assumption to know: every section = one planned assessment

⚠️ Insights can't yet tie planned assessments to specific sections reliably, so **y = count of sections**. Every section is treated as 'should have one assessment'.

What it means for you

- Sections you never intended to assess still count in the denominator
- So Completed % understates you. Real participation is at least this high, and probably higher
- The x (numerator) is exact; only y is an estimate

Where you'll notice it

- Departments with many non-assessed sections look lower than they are
- Course tab + Show Sections: no Completed %. With y = 1 it is shown as Assessment Completed Yes/No
- Big denominators like 0 of 298 aren't always 298 missing assessments

How to work around it

- Filter Courses to the ones on your assessment plan
- A true planned-vs-finished picture is on the roadmap

The other metrics, in one line each

Enrollments	Sum of enrollments across the sections in the row — not unique students. A student in two sections counts twice.	`SUM([Enrollments])`
Completed Assessments	The x of y string behind Completed %. Same numbers, readable.	`STR(x) + " of " + STR(y)`
Completed Reflections	Reflections attached to the row's sections.	`COUNT([Reflection Id])`
Action Plans (Course tab)	Action plans attached to the row's sections.	`COUNT([Action Plan Id])`
Assessment Completed (sections)	Yes when the section has at least one result — x > 0.	`IF x > 0 THEN 'Yes' ELSE 'No' END`

Counts are per row: a department row sums its sections; a section row is just that section.

Completed CLOs: x of y (z archived)

x CLOs with at least one result in this section

Counted at the parent-outcome level: versions and variants roll up to one CLO

y All CLOs defined on the course

Active and archived, private excluded, same parent roll-up

z How many of those y are archived

Archived for a term if the CLO's archive term started on or before that section's term started

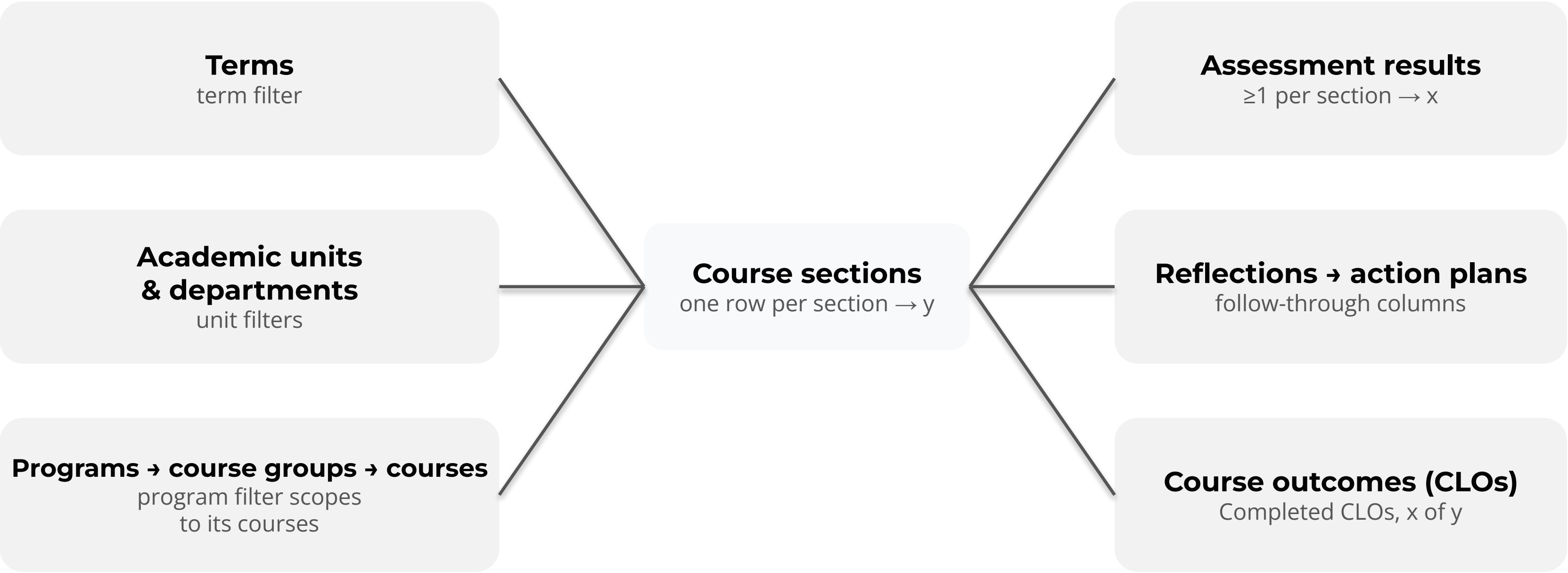
No CLOs Defined when y = 0

Reading it

3 of 3	Every outcome on the course was assessed in this section.
1 of 3	Assessment happened, but two outcomes have no evidence yet.
2 of 3 (1 archived)	The course has an archived outcome — the number in parentheses explains why y looks high.
No CLOs Defined	Nothing to assess against. Fix the outcomes first, not the assessments.

The SLO Status filter does not change this column — the “(z archived)” part already accounts for archived outcomes, per term.

Where the numbers come from



Why a Program filter can show outcomes from ‘other’ programs: it scopes to the program's courses, and every CLO on those courses comes along.

Make it yours

Simple customizations, no developer required

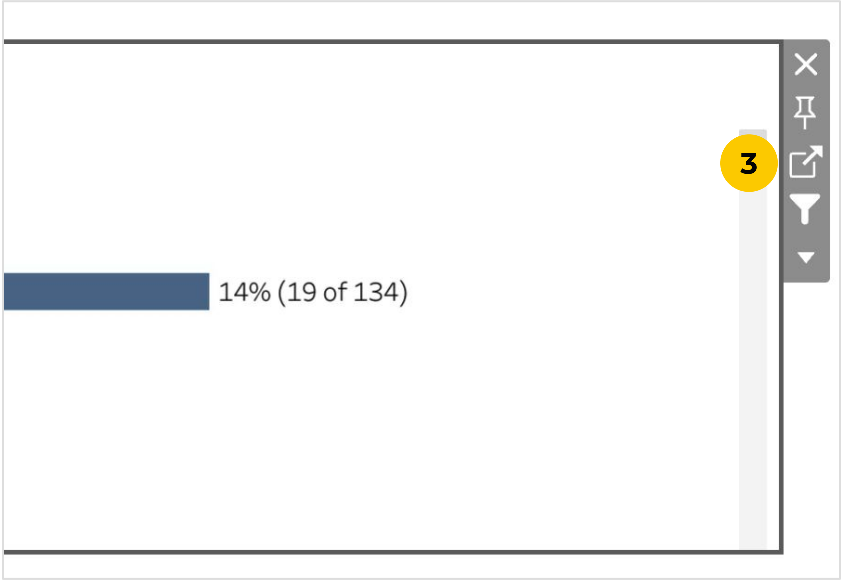
Before you customize

1 You need a license that lets you edit
Editing, in Tableau Cloud or Tableau Desktop, needs a Creator or Explorer license. Not sure which you have? Ask your Tableau admin first.

2 Work on a copy
Download → Tableau Workbook. Tableau Desktop: open the file and edit it. Tableau Cloud: upload it as a new workbook, then edit that one.

3 Edit the sheet
Each chart or table is a worksheet. Hover it on the dashboard → click the 'Go to Sheet' icon.

4 Undo is your friend
Ctrl/Cmd-Z undoes anything, including deletes. Ctrl/Cmd-S often.



Hover any table or chart on the dashboard → click the 'Go to Sheet' icon

Five customizations, easiest first

1. **Change the default view**
   Easiest. For yourself: save a Custom View. For everyone: click the view you want, save.

2. **Remove a column you don't need**
   Go to Sheet → right-click the pill → Remove.

3. **Reorder, rename, or resize columns**
   Drag and drop columns to reorder; Edit Alias to rename; drag header borders to resize.

4. **Change the colors**
   Go to Sheet → Marks card → Color → pick a swatch.

5. **Sort the bars by completion rate**
   Show the hidden axis, click its sort button, hide the axis again.

● LIVE

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Live walkthrough

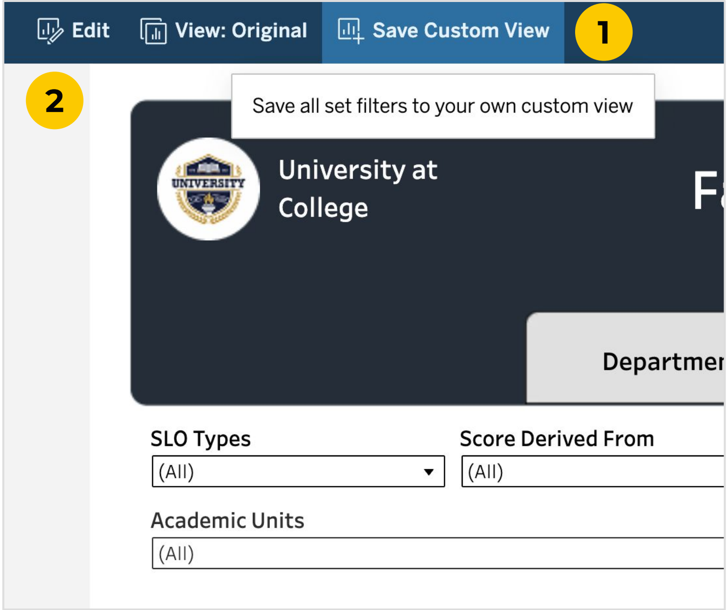
The five customizations, demonstrated in a copy of the workbook

Change the default view

WHY Most of your users only ever need the Course tab with sections showing — make that the default.

1 **Just for you: save a Custom View**
Set the tab, Show Sections and filters the way you like → Save Custom View → name it → check “Make it my default”. No editing needed.

2 **For everyone: change the default**
Edit the dashboard (Cloud → Edit, or Desktop), click the view you want, and Save. What is on screen when you save becomes the default for all users. Reopen to check.



Undo: custom view → View → Manage Custom Views → delete. Default → click back to Department, save again.

Remove a column you don't need

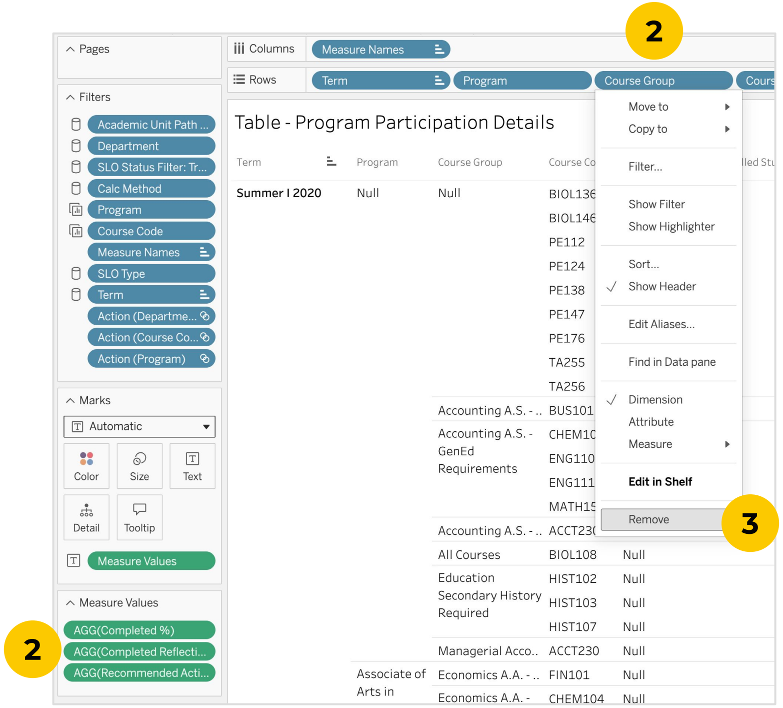
WHY Your program never uses Course Group in this view, and the table is easier to read without it.

1 Open the table sheet
On the dashboard, hover the table → click 'Go to Sheet'.

2 Find the column's pill
Text columns are pills on the Rows shelf; number columns are in the Measure Values card.

3 Right-click → Remove
Or just drag the pill off the shelf and drop it on the canvas.

4 Return to the dashboard
Tab back to the dashboard. The column is gone.



Undo: Ctrl/Cmd-Z, or drag the field from the Data pane back onto the shelf.

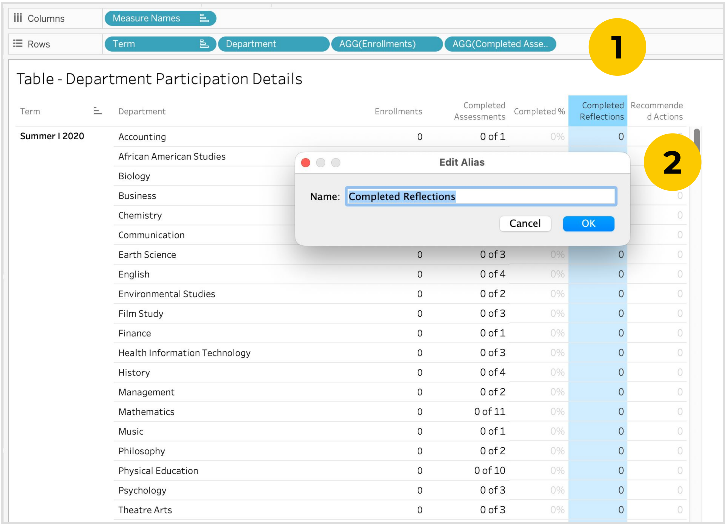
Reorder, rename, or resize columns

WHY Put Completed % first, call it ‘Completion rate’, and widen Department so names stop truncating.

1. **Reorder**
   Drag and drop the column header to where you want it in the table.

2. **Rename**
   Right-click the column header on the sheet → Edit Alias... (headers only; the field itself is unchanged).

3. **Resize**
   Hover the border between two headers until the cursor changes, then drag.



Change the colors

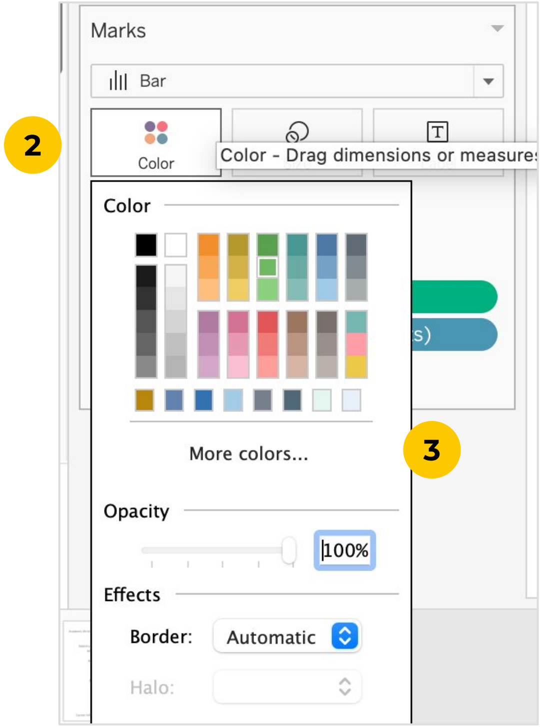
WHY Match your institution's colors, or just make the bars easier to read.

1 **Open the bar sheet**
'Go to Sheet' from the '% of Course Sections Completed, by ...' chart.

2 **Click Color on the Marks card**
The palette pops up. Pick a swatch and the bars recolor immediately.

3 **Need an exact brand color?**
More colors... → enter the hex value.

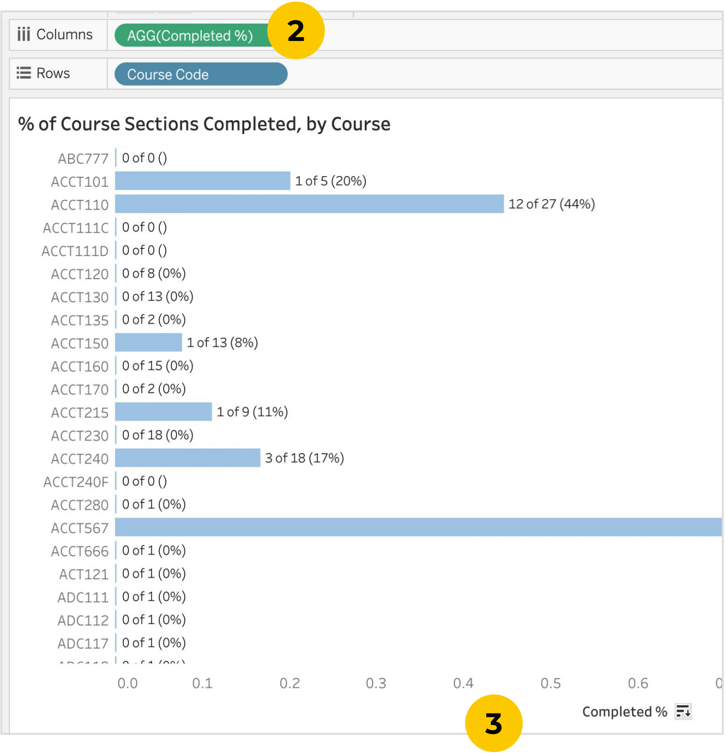
4 **Repeat where it matters**
Each tab's bar chart is its own sheet, so repeat this on the tabs you use.



Undo: Color → pick the original swatch, or Ctrl/Cmd-Z.

Sort the bars by completion rate

WHY The bar chart lists units alphabetically. Sorting by Completed % puts the leaders, or the ones that are behind, at the top.



1 Open the bar sheet

'Go to Sheet' from the '% of Course Sections Completed, by …' chart.

2 Show the axis

Right-click the AGG(Completed %) pill on Columns → check Show Header. The x-axis appears.

3 Click the sort button

Hover the Completed % axis → click the sort icon. Click again to flip ascending / descending.

4 Hide the axis again

Right-click the same pill → uncheck Show Header. The sort stays.

Undo: click the axis sort button until it clears, or Ctrl/Cmd-Z.

Known gaps & what's next

What's coming

Available now

- Three views: Department, Program, Course (+ sections)
- Completed %, reflections, action plans, CLO coverage
- Export any view as image, spreadsheet, or PDF
- Workbook file you can copy and customize

Gap we're closing

Planned assessments

Today every section counts as one planned assessment, so Completed % comes out lower than your real participation.

Coming: a true planned-vs-finished denominator that respects your assessment plan.

Questions?

Q&A · ~15 minutes

Contact
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Thank you!

For more information:

www.elumenconnect.com/insights