



Client Success Story: Successful Use of Reporting

Presenter: Richard Sheldon: Associate VP, Marymount Manhattan College

Moderator: Christine Stewart, Ad Astra

Webinar Reminders

- Participants will be automatically muted
- 10-15 minutes will be allocated for answering questions following the presentation
- Please submit questions through the Q & A panel within the webinar

Agenda

- Creating a Culture of Reporting at Your Institution
- Reporting: Setting Objectives
- Reporting: Building a Schedule
- Reporting: Managing and Tracking Course Enrollment
- Reporting: Managing Utilization
- Q and A

Institutional Overview

- Associate Vice President for Academic Administration 11 years at MMC
- Located on the Upper East Side of Manhattan
- 2 Main Instructional Buildings (Carson Hall and Nugent Hall)
- 94 FT Faculty and 300+ adjunct faculty
- 1700 Students
- Term Driven Scheduling Process
- 5 Academic Divisions
 - Business
 - Communication and Media Arts
 - Natural Sciences
 - Humanities and Social Sciences
 - Fine and Performing Arts (FAPA)

MMC Challenges Spring 2020 Historical Analysis



Data Analysis/Reporting Before AD ASTRA

- MMC had not previously used any extensive data analytics to manage course demand or scheduling data
- Faculty reluctant to embrace data in decision-making process
- Data acceptance selective
- Systems and processes that were in place for data management analytic analysis were cumbersome and time-consuming
- Process was ripe with scheduling inefficiencies and mistakes
- Data not used to make scheduling decisions. Most selections/choices were based on qualitative rather than quantitative analysis
- MMC not making efficient use of **significantly** constrained instructional space assets

Creating a Culture of Reporting

- Critical to obtain buy-in on importance of using data to manage build term schedules and manage enrollment.
- You do that by convincing them that data reporting is crucial to long-term institutional success.
- Know your Audience(s) and what their data needs are
- Understand the capabilities and skills sets of your audiences in terms of understanding and using the data reports that are generated
- Analyze what gaps/problems reporting can solve for you
- Have someone on the reporting team with good Excel skills
- Move beyond Adobe formats and provide reports in Excel (Ad Hoc/Extended Reporting). Allows recipient to drill down into and configure data based on their needs and skills
- Don't just report to report. Deliver meaningful/useful reports
- Keep reports simple and straight forward
- Establish a timeline(s) for reporting and stick to them. Hit your target dates

Ad Astra Reporting - Getting Started

- There are a lot of reports available to users in Ad Astra
- Don't try and use them all
- Seek feedback/guidance from end users. Can be both administrators and faculty
- Initially identify the top 5-10 reports that you believe will be most impactful
- Focus on building-out those to meet your needs.
- Where applicable, export to an Excel format to enhance end-user capabilities and functionality
- Work with your consultant on potential adhoc and or unique reporting needs
- Set reporting objectives and modify as necessary

Reporting Objectives What Do You Want to Accomplish with Reporting?

- What goals/objectives do you want to accomplish with reporting?
 - Enhance informational knowledge: Increase awareness of data trends, patterns etc......
 - Develop data to enhance managerial decision making
 - Provide data for institutional reporting (internal or external stakeholders groups)
- What types of Adhoc/Extended Reporting do you want to create?
 - Historical analysis/projections to guide schedule development
 - Managing enrollment/registration reporting
 - Space utilization analysis
- How do you want end users to be able to view and to share data?
 - Shared network drives
 - Cloud-based storage
 - Email
 - Security Concerns

MMC Reporting Objectives

- Inform/guide course schedule production decisions to ensure we are offering the correct courses each semester
- Manage and track course enrollments to ensure we are satisfying student demand/needs
- Manage and track enrollments to effectively manage faculty load, space and financial resources
- Effectively utilize our instructional space

Reporting: Building a Term Schedule

MMC Reporting Building a Term Schedule

	Spring 2020 Pr	oduction Timeline	Draft 3: 7/15/19
	<u>Date</u>	<u>Step/Task</u>	Notes
1	7/22/2019	SP20 Scheduling Template Materials distributed to Division	Chairs will receive the templates to develop their SP20 and
		Chairs, CAA, Program Coordinators (LC and CHP)	schedules in detail (# of sections, days/time/ assignments etc)
2	7/22/19-9/27/19	Production Period	
3	9/27/2019	Draft-1 Production Schedule due to AVP/AA	9/27-10/2 AVPAA will work with division chairs to resolve housing
			and other structural issues with D1 schedules
4	10/2/2019	Draft-1 returned to Division Chairs	
5	10/2/19-10/7/19	Divisions/Departments prepare SP20 Draft 2 Production	
		Schedule	
6	10/7/2019	SP20 Draft-2 (Final) schedules due to Assistant Dean	
7	10/8/2019	SP20 Schedules forwarded to Registrar for data input	May forward to Registrar by division if received earler than 10/8/19
8	TBD- 10/xx/19	ADASTRA Full analysis recevied/Review call with ADASTRA	BHCP excluded from this step
9	TBD - 10/xx/19 -	ADASTRA Full analysis reviewed and candidate sugestions	BHCP excluded from this step
	10/xx/19	incorportated into schedule as needed	
	11/4/2019	Registration Period	
	10/29/2019	Advisement Day (Jr/Sr)	
	11/7/2019	Advisement Day (Fr/Sp)	

MMC Reporting

Building a Term Schedule

- Term Historical Analysis: Run and exported to Excel and then enhanced to MMC specifications and needs. Delivered to Division/Department Chairs as part of an overall scheduling package
- Term Full Analysis: Run after Term Add/Drop Period as a double-check/refinement to a final term schedule

Reporting: Historical Analysis

Div 🔻	Dept 🔻	Cours 🖵 Î	# 👻	Î Title 🔻	Campu 🔻	Candidate Type 🔻	Section 🔻	Sections Needed	Candidate: 🔻	Seats 🔻	Seats Needed 🔻	Variance: Section	Variance: Seat 🔻	Level	DSCAT	AIPCAT
BUS	BUS	ACCT	215	PRINCIPLES OF ACCOUNTING I	MC	No Action	4	3.43	0	57	48	-0.57	-9.00	200	DS5	
BUS	BUS	ACCT	217	PRINCIPLES OF ACCOUNTING II	MC	No Action	1	0.83	0	18	15	-0.17	-3.00	200	DS5	
BUS	BUS	ACCT	324	INTERMEDIATE MANAGERIAL ACCT	мс	No Action	1	0.78	0	18	14	-0.22	-4.00	300		
HUMSOC	PHILRS	AIP	301	GHOST STORIES & FOX TALES	мс	No Action	1	0.88	0	16	14	-0.12	-2.00	300		IP
HUMSOC	PHILRS	AIP	302	CHINESE CLTR THR FICT & DRAMA	МС	No Action	1	0.95	0	22	21	-0.05	-1.00	300		IP
HUMSOC	EWL	AIP	305	RALPH ELLISON'S INVISIBLE MAN	MC	No Action	1	1.05	0	22	23	0.05	1.00	300		UP
CMA	СОММ	AIP	307	Mediating Motherhood	MC	No Action	1	1.28	0	18	23	0.28	5.00	300		CP/REP
HUMSOC	PHILRS	AIP	310	THE NATURE OF EVIL	мс	No Action	1	1.18	0	22	26	0.18	4.00	300		EP
SCIENCE	PSYCH	AIP	313	JAZZ AND AMERICAN IDENTITY	MC	No Action	1	1.1	0	20	22	0.10	2.00	300		UP
HUMSOC	PHILRS	AIP	317	COLD WAR DIPLOMACY	MC	No Action	1	0.94	0	18	17	-0.06	-1.00	300		UP
HUMSOC	PHILRS	AIP	318	FOUNDATIONS OF ANGLO-AMER LAW	МС	No Action	1	0.68	0	22	15	-0.32	-7.00	300		CP/IP
SCIENCE	PSYCH	AIP	319	ACOUSTIC SENSATIONS	мс	No Action	1	1.08	0	12	13	0.08	1.00	300		NP
SCIENCE	MATH	AIP	321	FORENSIC MATHEMATICS	мс	No Action	2	1.85	0	40	37	-0.15	-3.00	300		NP
SCIENCE	PSYCH	AIP	325	CURRNT ISSUES IN WOMEN'S HLT	MC	No Action	1	1.05	0	20	21	0.05	1.00	300		NP
FAPA	THTR	AIP	340	THE CLTRL DYN OF SOCIAL DANCE	МС	No Action	1	0.81	0	16	13	-0.19	-3.00	300		СР
FAPA	THTR	AIP	342	FASHION, HISTORY AND SOCIETY	MC	No Action	2	2.2	0	40	44	0.20	4.00	300		СР
FAPA	THTR	AIP	343	MASCULINITY & HOLLYWOOD FILM	МС	No Action	2	2.1	0	40	42	0.10	2.00	300		UP
HUMSOC	PHILRS	AIP	345	CIVIL RIGHTS	MC	No Action	1	1.05	0	22	23	0.05	1.00	300		REP/UP

Reporting: Managing Course Enrollment

MMC Reporting

Enrollment Management/Tracking

- Latest Snapshot Report: Delivered daily during registration periods and weekly during all other times to division chairs, advisement office and IR Group
- High Reg Tracking Sections: Delivered in an Excel format
- High Reg Tracking Courses: Delivered in an Excel format
- Multi-Course Group Report: Delivered in a .pdf format
- Course Enrollment Ratio Analysis for Selected Term
- Low Enrollment Ratio Sections for Selected Term

High Reg Tracking: Sections

Course Group: Platinum Analytics

AD ASTRA

Registration Details for Fall 2019 - All Sections as of 7/22/2019 9:01:34AM

 Target Enroll Ratio:
 0%

 Min Section Size:
 0 (all sections included in report)

College							Enroll			
College	Dependencent	Cublent	Course	0	Centie	Course Title		Escallment	Casta	1st Date Target
	Department	Subject		Campus	Sectio		Ratio	Enrollment	Seats	Enroll Ratio Reached
	ACCT	ACCT	215	MC	01	PRINCIPLES OF ACCOUNTING I	88.89%	16	18	March 11, 2019
	ACCT	ACCT	215	MC	02	PRINCIPLES OF ACCOUNTING I	80.00%	16	20	March 04, 2019
	ACCT	ACCT	215	MC	03	PRINCIPLES OF ACCOUNTING I	70.00%	14	20	March 04, 2019
	ACCT	ACCT	217	MC	01	PRINCIPLES OF ACCOUNTING II	62.50%	10	16	March 11, 2019
	ACCT	ACCT	319	MC	BL01	INTERMEDIATE FINANCIAL ACCT I	68.75%	11	16	March 04, 2019
	ACCT	ACCT	332	MC	01	FORENSIC ACCOUNTING	75.00%	12	16	March 04, 2019
	AIP	AIP	301	MC	01	GHOST STORIES & FOX TALES	95.00%	19	20	March 11, 2019
	AIP	AIP	301	MC	02	GHOST STORIES & FOX TALES	100.00%	20	20	March 11, 2019
	AIP	AIP	313	MC	01	JAZZ AND AMERICAN IDENTITY	110.00%	22	20	March 04, 2019
	AIP	AIP	316	MC	HP01	ETHICS OF PERFMNCE REENACTNG	62.50%	10	16	March 25, 2019
	AIP	AIP	319	MC	OLH01	ACOUSTIC SENSATIONS	100.00%	16	16	March 04, 2019
	AIP	AIP	324	MC	01	RACE & PLACE IN NAT'L HISTORY	100.00%	22	22	March 11, 2019
	AIP	AIP	327	MC	01	THE BODY AMERICAN CULTURE	100.00%	22	22	March 11, 2019
	AIP	AIP	333	MC	BL01	HUMAN SEXUALITY	111.11%	20	18	March 29, 2019
	AIP	AIP	333	MC	BL02	HUMAN SEXUALITY	105.56%	19	18	March 04, 2019
	AIP	AIP	340	MC	01	THE CLTRL DYN OF SOCIAL DANCE	85.71%	12	14	March 18, 2019
	AIP	AIP	342	MC	01	FASHION, HISTORY AND SOCIETY	105.00%	21	20	March 18, 2019
	AIP	AIP	342	MC	02	FASHION, HISTORY AND SOCIETY	95.00%	19	20	March 18, 2019
	AIP	AIP	343	MC	01	MASCULINITY & HOLLYWOOD FILM	100.00%	20	20	March 18, 2019
	AIP	AIP	343	MC	02	MASCULINITY & HOLLYWOOD FILM	22.22%	4	18	July 03, 2019
	AIP	AIP	345	MC	HP01	CIVIL RIGHTS	100.00%	16	16	March 11, 2019
	AIP	AIP	346	MC	01	REFORM OR REVOLUTION	86.36%	19	22	March 11, 2019
	ART	ART	111	MC	01	DRAWING I	100.00%	15	15	March 11, 2019
	ART	ART	111	MC	02	DRAWING I	86.67%	13	15	March 11, 2019
	ART	ART	111	MC	03	DRAWING I	50.00%	6	12	March 11, 2019
	ART	ART	114	MC	01	PAINTING I	93.33%	14	15	March 11, 2019
	ART	ART	114	MC	02	PAINTING I	100.00%	15	15	March 11, 2019
	ART	ART	115	MC	01	CERAMICS I	100.00%	8	8	March 11, 2019
	ART	ART	115	MC	02	CERAMICS I	112.50%	9	8	March 11, 2019
	ART	ART	116	MC	01	COLOR & DESIGN	93.33%	14	15	March 11, 2019
	ART	ART	116	MC	02	COLOR & DESIGN	100.00%	15	15	March 11, 2019
	ART	ART	116	MC	03	COLOR & DESIGN	100.00%	11	11	March 11, 2019
	ART	ART	121	MC	01	PHOTOGRAPHY I	100.00%	9	9	March 11, 2019

High Reg Tracking: Sections (Excel)

	А	В		С		D		E		F	G	Н	1
1 D	epartmen 💌	Subject	-	Course	-	Section	•	Course Title	Ŧ	Enrollment 👻	Seats 🔻	Enroll Ratio 💌	1st Date TargetEnroll Ratio Reached 💌
2 A	CCT	ACCT		215	1	01		PRINCIPLES OF ACCOUNTING I		16	18	88.89%	March 11, 2019
3 A	CCT	ACCT		215	1	02		PRINCIPLES OF ACCOUNTING I		16	20	80.00%	March 04, 2019
4 A	CCT	ACCT		215	1	03		PRINCIPLES OF ACCOUNTING I		14	20	70.00%	March 04, 2019
5 A	CCT	ACCT		217	1	01		PRINCIPLES OF ACCOUNTING II		10	16	62.50%	March 11, 2019
6 A	CCT	ACCT		319		BL01		INTERMEDIATE FINANCIAL ACCT I		11	16	68.75%	March 04, 2019
7 A	CCT	ACCT		332	1	01		FORENSIC ACCOUNTING		12	16	75.00%	March 04, 2019
8 A	IP	AIP		301	1	01		GHOST STORIES & FOX TALES		19	20	95.00%	March 11, 2019
9 A	IP	AIP		301	1	02		GHOST STORIES & FOX TALES		20	20	100.00%	March 11, 2019
10 A	IP	AIP		313	1	01		JAZZ AND AMERICAN IDENTITY		22	20	110.00%	March 04, 2019
11 A	IP	AIP		316		HP01		ETHICS OF PERFMNCE REENACTNG		10	16	62.50%	March 25, 2019
12 A	IP	AIP		319	(OLH01		ACOUSTIC SENSATIONS		16	16	100.00%	March 04, 2019
13 A	IP	AIP		324	1	01		RACE & PLACE IN NAT'L HISTORY		22	22	100.00%	March 11, 2019
14 A	IP	AIP		327	1	01		THE BODY AMERICAN CULTURE		22	22	100.00%	March 11, 2019

Multi Group Course Report (.pdf)

Course Group: Platinum Analytics

		IFORM	ATION	TRA SYSTEMS											
		-		2/13/19								ot Sections gre			
ina	oshot C	Date: 7/	22/201	9								ot Sections les			
tin A	vg Secti	on Size: 1										ot Enrollment R			
											- Snapsh	ot Enrollment R	latio below 259	‰ threshold	
oll.	Dept.	Subject	Course	Course Title	Credit Hours	Analysis Candidate Type	Analysis Sections	Snapshot Sections	Analysis Projected Need	Snapshot Seats	Snapshot Enrollment	Snapshot Enrollment Ratio	Snapshot Seats Remaining	Analysis Cluster Projected Need	Current Crosslisting
am	pus: M	с													
IP	СР														
	AIP	AIP	316	ETHICS OF	3	Addition	0	1	10	16	10	62.50%	6		
	AIP	AIP	324	PERFMNCE RACE & PLACE IN	3	Not in Analysis	0	1		22	22	100.00%	0		
	AIP	AIP	327	NAT'L HISTORY THE BODY	3	Addition	0	1	21	22	22	100.00%	0		
	AIP	AIP	340	AMERICAN THE CLTRL DYN OF	3	Not in Analysis	0	1		14	12	85.71%	2		
	AIP	AIP	342	SOCIAL DANCE FASHION, HISTORY	3	No Action	2	2	26	40	40	100.00%	0		
				AND SOCIETY	-		_		20						
	ART	ART	320	HISTORY OF MUSEUMS &	3	Not in Analysis	0	1		20	20	100.00%	0		
	ART	ART	341	THE SUBLIME IN ART & PHILOSOP	3	No Action	1	1	20	12	12	100.00%	0	20	Cluster SS
	ART	ART	370	ART THERAPY:PRINC &	3	No Action	2	2	24	12	12	100.00%	0	24	Cluster S
	BUS	BUS	306	ADVERTISING AND	3	No Action	1	1	18	12	16	133.33%	-4	18	Cluster S
	СОММ	сомм	306	SOCIETY ADVERTISING AND SOCIETY	3	No Action	1	1	18	4	6	150.00%	-2	18	Cluster S
	COMM	сомм	312	DIGITAL CULTURES	3	Reduction	5	5	70	90	82	91.11%	8		
	СОММ	СОММ	328	SPECIAL TOPICS: LIT & MEDIA	3	No Action	1	1	28	10	9	90.00%	1	28	Cluster S
	ENG	EWL	359	CONTEMP	3	No Action	0	1	3	20	20	100.00%	0		
	EWL	EWL	312	BIBLE AS LITERATURE	3	No Action	1	1	15	12	7	58.33%	5	15	Cluster S
	EWL	EWL	324	WORLD DRAMA	3	No Action	1	2	17	44	44	100.00%	0		
	EWL	EWL	350	SPECIAL TOPICS:LIT &	3	No Action	1	1	28	12	11	91.67%	1	28	Cluster S
	MUS	MUS	370	HISTORY OF ROCK MUSIC	3	No Action	1	1	20	20	21	105.00%	-1		

Course Enrollment Ratio Analysis for Selected Term (.pdf) Course Group: Course Offering Analysis

ourse Enrollment Ra	atio Analysis for Fall 2019						7/22/201 2:44Pl
ampus: , MC							2.111
Course	Title	Sections	Total Enrollment	Total Max Enroll.	Enrollment	Balanced	Overloaded
Subject: ACCT	nue	Sections	Total Enrollment	Iotal Max Enroll.	Ratio	Course	Course
ACCT 215	PRINCIPLES OF ACCOUNTING I	3	46.00	58.00	79.31%	Y	N
ACCT 217	PRINCIPLES OF ACCOUNTING II	1	10.00	16.00	62,50%	N	N
ACCT 319	INTERMEDIATE FINANCIAL ACCT I	1	11.00	16.00	68.75%	N	N
ACCT 332	FORENSIC ACCOUNTING	1	12.00	16.00	75.00%	Y	N
Subject: ACCT	Total Courses: 4	6	79.00	106.00	74.53%		
Subject: AIP		-					
AIP 301	GHOST STORIES & FOX TALES	2	39.00	40.00	97.50%	N	Y
AIP 313	JAZZ AND AMERICAN IDENTITY	1	22.00	20.00	110.00%	N	Y
AIP 316	ETHICS OF PERFMNCE REENACTING	1	10.00	16.00	62.50%	N	N
AIP 319	ACOUSTIC SENSATIONS	1	16.00	16.00	100.00%	N	Y
AIP 324	RACE & PLACE IN NAT'L HISTORY	1	22.00	22.00	100.00%	N	Y
AIP 327	THE BODY AMERICAN CULTURE	1	22.00	22.00	100.00%	N	Y
AIP 333	HUMAN SEXUALITY	2	39.00	36.00	108.33%	N	Y
AIP 340	THE CLTRL DYN OF SOCIAL DANCE	1	12.00	14.00	85.71%	Y	N
AIP 342	FASHION, HISTORY AND SOCIETY	2	40.00	40.00	100.00%	N	Y
AIP 343	MASCULINITY & HOLLYWOOD FILM	2	24.00	38.00	63.16%	N	N
AIP 345	CIVIL RIGHTS	1	16.00	16.00	100.00%	N	Y
AIP 346	REFORM OR REVOLUTION	1	19.00	22.00	86.36%	Y	N
Subject: AIP	Total Courses: 12	16	281.00	302.00	93.05%		
Subject: ART							
ART 111	DRAWING I	3	34.00	42.00	80.95%	Y	N
ART 114	PAINTING I	2	29.00	30.00	96.67%	N	Y
ART 115	CERAMICS I	2	17.00	16.00	106.25%	N	Y
ART 116	COLOR & DESIGN	3	40.00	41.00	97.56%	N	Y
ART 121	PHOTOGRAPHY I	8	22.00	33.00	66.67%	N	N
ART 125	INTRO TO DRAWING	3	45.00	45.00	100.00%	N	Y
ART 154	FINE ARTS: THEORY & PRACTICE	1	18.00	15.00	120.00%	N	Y
ART 166	EXPLORING THE VISUAL ARTS	1	20.00	20.00	100.00%	N	Y

Course Enrollment Ratio Analysis for Selected Term

Page 1 of 17

Low Enrollment Ratio Sections for Selected Term (.pdf) Course Group: Course Offering Analysis

Low Enrollmer	t Ratio Sections f	or Fall 2019							7/22/201
By Subject									2:37P
Sections with en	rollment ratio less than 2	25.00%							
Sub/Crs/Sect	Crosslist	Time	Days	Dates	Enroll		list Xlist roll Max	Enrollment Ratio	
Subject: AIP									
AIP 343 02		7:20PM - 10:01PM	м	9/3/19 - 12/19/19	4	18		22.22%	
Subject: ART									
ART 121 03		5:50PM - 8:41PM	т	9/3/19 - 12/19/19	0	6		0.00%	
Subject: BUS									
BUS 290 OL02				9/3/19 - 12/19/19	0	5		0.00%	
BUS 290 OL02				9/3/19 - 12/19/19	0	5		0.00%	
BUS 290 OL04				9/3/19 - 12/19/19	0	5		0.00%	
BUS 290 OL05				9/3/19 - 12/19/19	0	5		0.00%	
BUS 290 OL06				9/3/19 - 12/19/19	0	5		0.00%	
Subject: COMM									
COMM 497 01				9/3/19 - 12/19/19	1	12		8.33%	
Subject: CONS									
CONS 990 01				9/3/19 - 12/19/19	0	10		0.00%	
CONS 999 01				9/3/19 - 12/19/19	4	99		4.04%	
Subject: DANC									
DANC 293 01		2:30PM - 7:11PM	w	9/3/19 - 12/19/19	1	20		5.00%	
DANC 29X 01		•		9/3/19 - 12/19/19	1	5		20.00%	
Subject: EWL									
EWL 207 02		4:00PM - 5:21PM	MW	9/3/19 - 12/19/19	2	16		12.50%	
EWL 398 01		5:50PM - 7:11PM	MW	9/3/19 - 12/19/19	0	18		0.00%	
Subject: MATH									
MATH 113R 01		11:30AM - 12:51PM	т	9/3/19 - 12/19/19	3	22		13.64%	
Subject: PHIL									
PHIL 322 01		7:20PM - 10:01PM	w	9/3/19 - 12/19/19	5	22		22.73%	
Subject: PI PI 996 01				9/3/19 - 12/19/19	0	0		0.00%	
1 339 01		-		9/5/19 - 12/19/19	0	U		0.00%	

Low Seat Fill Sections

Reporting: Utilization

MMC Reporting

Utilization and Space Management

- Overbook Sections Report
- Daily Room Grid
- Weekly Room Grid
- Room Card-All Rooms
- Space Utilization for Sections and Events by Building and Room With Primetime

Overbook Sections For Selected Term

Report Group: Course Offering Analysis

Overbooked Se By Subject	ctions for Fall 2019									7/	22/201 8:53AM
Sub/Crs/Sect	Title	Crosslist	Time	Days	Dates	Bidg/Room	Room Cap	Enroll	Max Enroll	Xlist Enroll	Xlist Max
Subject: AIP											
AIP 301 02	GHOST STORIES & FOX TALES		11:30AM - 12:51PM	TR	9/3/19 - 12/19/19	Carson Hall 510	19	20	20		
Subject: ART											
ART 154 01	FINE ARTS: THEORY &		10:00AM - 12:51PM	R	9/3/19 - 12/19/19	Carson Hall 802	15	18	15		
ART 316 01	DIGITAL		10:00AM - 12:51PM	т	9/3/19 - 12/19/19	Nugent Hall 559	11	13	11		
Subject: BIOL											
BIOL 116 01	NUTRITION		2:30PM - 3:51PM	W	9/3/19 - 12/19/19	Carson Hall 613	12	16	16		
BIOL 136 01	ANATOMY		1:00PM - 3:51PM	R	9/3/19 - 12/19/19	Carson Hall 615	12	14	12		
BIOL 332 01	BIOETHICS		7:20PM - 10:01PM	R	9/3/19 - 12/19/19	Carson Hall 612	20	22	22		
Subject: BUS											
BUS 100 01	THE CONTEMPORARY		11:30AM - 2:21PM	т	9/3/19 - 12/19/19	Carson Hall 410	19	20	18		
BUS 100 02	THE CONTEMPORARY		8:30AM - 11:21AM	R	9/3/19 - 12/19/19	Carson Hall 410	19	20	18		
Subject: CHEM											
CHEM 120 01	INTRODUCTION TO FORENSIC		5:50PM - 7:11PM	TR	9/3/19 - 12/19/19	Carson Hall 612	20	22	22		
CHEM 233 01	GENERAL CHEMISTRY I		10:00AM - 11:21AM	TR	9/3/19 - 12/19/19	Carson Hall 612	20	22	22		
Subject: COMM											
COMM 225 01	NEW MEDIA TECHNIQUES		2:30PM - 5:21PM	м	9/3/19 - 12/19/19	Nugent Hall 556	11	12	12		
COMM 225 03	NEW MEDIA TECHNIQUES		11:30AM - 2:21PM	F	9/3/19 - 12/19/19	Nugent Hall 556	11	12	12		
COMM 236 01	PUBLIC SPEAK IN A DIGITAL AGE		2:30PM - 5:21PM	R	9/3/19 - 12/19/19	Nugent Hall 556	11	19	15		
COMM 311 01	PUBLIC AFFAIRS & POLITIC RPT		10:00AM - 12:51PM	м	9/3/19 - 12/19/19	Nugent Hall 556	11	12	12		
COMM 350 01	SPECIAL TOPICS IN JOURNALISM		7:20PM - 10:01PM	м	9/3/19 - 12/19/19	Nugent Hall 556	11	14	12		
COMM 359 02	DIRECTING VIDEO		11:30AM - 2:21PM	R	9/3/19 - 12/19/19	Nugent Hall 557	12	13	12		

Weekly Room Grid Report Group: Sections and Events

	Room Grid in	or Week Starting of	on 9/3/2019				1:4
			Ca	rson Hall 610			
	Sunday 9/8/2019	Monday 9/9/2019	Tuesday 9/3/2019	Wednesday 9/4/2019	Thursday 9/5/2019	Friday 9/6/2019	Saturday 9/7/2019
6:00 AM							
7:00 AM							
8:00 AM 9:00 AM						MATH 109 08 LEC 8:30AM-11:21AM MATH 109 08 LEC 8:30AM-11:21AM	
LO:00 AM		CHEM 233 01 REC 10:00AM-11:21AM	CHEM 317 01 LEC 10:00AM-11:21AM	CHEM 317 01 REC 10:00AM-11:21AM	CHEM 317 01 LEC 10:00AM-11:21AM	MATH 109 08 LEC 8:30AM-11:21AM	
11:00 AM		CHEM 233 01 REC 10:00AM-11:21AM PSYCH 102 03 LEC 11:30AM-12:51PM	CHEM 317 01 LEC 10:00AM-11:21AM MATH 113R 01 LEC 11:30AM-12:51PM	CHEM 317 01 REC 10:00AM-11:21AM PSYCH 102 03 LEC 11:30AM-12:51PM	CHEM 317 01 LEC 10:00AM-11:21AM MATH 109 04 LEC 11:30AM-2:21PM	MATH 109 08 LEC 8:30AM-11:21AM MATH 129 04 LEC 11:30AM- 2:21PM	
12:00 PM		PSYCH 102 03 LEC 11:30AM-12:51PM	MATH 113R 01 LEC 11:30AM-12:51PM	PSYCH 102 03 LEC 11:30AM-12:51PM	MATH 109 04 LEC 11:30AM- 2:21PM	MATH 129 04 LEC 11:30AM- 2:21PM	
1:00 PM		TCW 101 01 LEC 1:00PM- 2:21PM		TCW 101 02 LEC 1:00PM- 2:21PM	MATH 109 04 LEC 11:30AM- 2:21PM	MATH 129 04 LEC 11:30AM- 2:21PM	
2:00 PM		TCW 101 01 LEC 1:00PM- 2:21PM MATH 113 01 LEC 2:30PM- 5:21PM		TCW 101 02 LEC 1:00PM- 2:21PM MATH 113 02 LEC 2:30PM- 5:21PM	MATH 109 04 LEC 11:30AM- 2:21PM BIOL 220 01 REC 2:30PM- 3:51PM BIOL 220 02 REC 2:30PM- 3:51PM	MATH 129 04 LEC 11:30AM- 2:21PM THTR 274A 02 LEC 2:30PM- 5:21PM	
3:00 PM		MATH 113 01 LEC 2:30PM- 5:21PM		MATH 113 02 LEC 2:30PM- 5:21PM	BIOL 220 01 REC 2:30PM- 3:51PM BIOL 220 02 REC 2:30PM- 3:51PM	THTR 274A 02 LEC 2:30PM- 5:21PM	
4:00 PM		MATH 113 01 LEC 2:30PM- 5:21PM	MATH 129 02 LEC 4:00PM- 5:21PM	MATH 113 02 LEC 2:30PM- 5:21PM	MATH 129 02 LEC 4:00PM- 5:21PM	THTR 274A 02 LEC 2:30PM- 5:21PM	
5:00 PM		MATH 113 01 LEC 2:30PM- 5:21PM MATH 129 05 LEC 5:50PM- 7:11PM	MATH 129 02 LEC 4:00PM- 5:21PM MATH 109 09 LEC 5:50PM- 7:11PM	MATH 113 02 LEC 2:30PM- 5:21PM MATH 129 05 LEC 5:50PM- 7:11PM	MATH 129 02 LEC 4:00PM- 5:21PM MATH 109 09 LEC 5:50PM- 7:11PM	THTR 274A 02 LEC 2:30PM- 5:21PM	
6:00 PM		MATH 129 05 LEC 5:50PM- 7:11PM	MATH 109 09 LEC 5:50PM- 7:11PM	MATH 129 05 LEC 5:50PM- 7:11PM	MATH 109 09 LEC 5:50PM- 7:11PM		
7:00 PM		MATH 129 05 LEC 5:50PM- 7:11PM MATH 109 06 LEC	MATH 109 09 LEC 5:50PM- 7:11PM MATH 109 07 LEC	MATH 129 05 LEC 5:50PM- 7:11PM	MATH 109 09 LEC 5:50PM- 7:11PM THTR 215 08 LEC		
8:00 PM		7:20PM-10:01PM MATH 109 06 LEC	7:20PM-10:01PM MATH 109 07 LEC		7:20PM-10:01PM THTR 215 08 LEC		

Daily Room Grid Report Group: Sections and Events

Daily Room	Grid for 9/3	/2019												7/22/201 1:41P
Campus: MC	8:00 AM	9:00 AM		11:00 AM	12:00 PM		2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	1 7:00 PM	8:00 PM	9:00
Carson Hall 201	0.500 AM DANC 354 HP01 LEC 8:30AM- 9:51AM DANC 354 HP02 LEC 8:30AM- 9:51AM	DANC 354 HP01 LEC 8:30AM- 9:51AM DANC 354 HP02 LEC 8:30AM- 9:51AM	10:00 AM DANC 354 04 LEC 10:00AM-11 :21AM DANC 354 03 LEC 10:00AM-11 :21AM	DANC 354 04 LEC	THTR 215 02 LEC 11:30AM-12 51PM	1:00 PM THTR 215 03 LEC 1:00PM- 2:21PM	THTR 215 03 LEC 1:00PM- 2:21PM THTR 416 01 LEC 2:30PM- 5:21PM	100 PM THTR 416 01 LEC 2:30PM- 5:21PM	THTR 416 01 LEC 2:30PM- 5:21PM	5:00 PM THTR 416 01 LEC 2:30PM- 5:21PM THTR 215 04 LEC 5:50PM- 7:11PM	04 LEC 5:50PM- 7:11PM	THTR 215 04 LEC 5:50PM- 7:11PM MUS 208 01 LEC 7:20PM-10: 01PM	MUS 208 01 LEC 7:20PM-10: 01PM	MUS 208 01 LEC 7:20PM-10 01PM
Carson Hall 410	BUS 316 01 LEC 8:30AM-11: 21AM PSYCH 316 01 LEC 8:30AM-11: 21AM	BUS 316 01 LEC 8:30AM-11: 21AM PSYCH 316 01 LEC 8:30AM-11: 21AM	BUS 316 01 LEC 8:30AM-11: 21AM PSYCH 316 01 LEC 8:30AM-11: 21AM	BUS 316 01 LEC 8:30AM-11: 21AM PSYCH 316 01 LEC 8:30AM-11: 21AM BUS 100 01 LEC 11:30AM- 2:21PM NYC 105.B 07 LEC 11:30AM- 2:21PM	BUS 100 01 LEC 11:30AM- 2:21PM NYC 105.B 07 LEC 11:30AM- 2:21PM	BUS 100 01 LEC 11:30AM- 2:21PM NYC 105.B 07 LEC 11:30AM- 2:21PM	BUS 100 01 LEC 11:30AM- 2:21PM NYC 105.B 07 LEC 11:30AM- 2:21PM BUS 335 BL01 LEC 2:30PM- 5:21PM	BUS 335 BL01 LEC 2:30PM- 5:21PM	BUS 335 BL01 LEC 2:30PM- 5:21PM	BUS 335 BL01 LEC 2:30PM- 5:21PM ACCT 217 01 LEC 5:50PM- 7:11PM	ACCT 217 01 LEC 5:50PM- 7:11PM	ACCT 217 01 LEC 5:50PM- 7:11PM IT 330 BL01 LEC 7:20PM-10: 01PM	IT 330 BL01 LEC 7:20PM-10: 01PM	IT 330 BL01 LEC 7:20PM-1(01PM
Carson Hall 411				MATH 109 03 LEC 11:30AM- 2:21PM	MATH 109 03 LEC 11:30AM- 2:21PM	MATH 109 03 LEC 11:30AM- 2:21PM	MATH 109 03 LEC 11:30AM- 2:21PM MATH 113 04 LEC	MATH 113 04 LEC 2:30PM- 3:51PM				THTR 215 06 LEC 7:20PM-10: 01PM	THTR 215 06 LEC 7:20PM-10: 01PM	THTR 215 06 LEC 7:20PM-10 01PM

Room Card All Rooms

Report Group: Sections and Events

ASTRA SCHEDULE $\forall = \geq x \div + \sqrt{=} \geq x \div + \sqrt{=} \geq x$

Carson Hall 201

All Activities from 9/3/19 to 9/3/19

Time	Title/Meeting Name	Course/Reservation #	Subject/Customer	Instructor/Contact	Status
Tuesday, September (03, 2019				
8:30AM - 9:51AM	DANCE & CULTURAL HISTORY	DANC 354 HP01 LEC	DANC	Jens Giersdorf	Scheduled Eve
8:30AM - 9:51AM	DANCE & CULTURAL HISTORY	DANC 354 HP02 LEC	DANC	Jens Giersdorf	Scheduled Eve
10:00AM - 11:21AM	DANCE & CULTURAL HISTORY	DANC 354 04 LEC	DANC	Jens Giersdorf	Scheduled Eve
10:00AM - 11:21AM	DANCE & CULTURAL HISTORY	DANC 354 03 LEC	DANC	Jens Giersdorf	Scheduled Ev
11:30AM - 12:51PM	SCRIPT ANALYSIS	THTR 215 02 LEC	THTR	Raymond Recht	Scheduled Eve
1:00PM - 2:21PM	SCRIPT ANALYSIS	THTR 215 03 LEC	THTR	Kenneth Finkle	Scheduled Eve
2:30PM - 5:21PM	U.S. THROUGH 19c. PERFORMANCE	THTR 416 01 LEC	THTR	Jill Stevenson	Scheduled Eve
5:50PM - 7:11PM	SCRIPT ANALYSIS	THTR 215 04 LEC	THTR	Drayton Hiers	Scheduled Ev
7:20PM - 10:01PM	THE BUSINESS OF MUSIC	MUS 208 01 LEC	MUS	Jonathan Finegold	Scheduled Ev

Space Utilization for Sections and Events by Building and Room With Primetime Report Group: Utilization Reports

	A SCHED	ULE V	$= \geq x$	$\dot{-} + v =$	$\geq x \div + v$	= ≥ x
Space Utiliza	tion Averag	e Weekly Utilization for	Sections and Events	by Building and Room v	with Primetime	7/
Term Weeks: 15.00	Hours in Stand	ard Week: 63.00	Dates: 9/3	/2019 - 12/19/2019		
Standard Weeks Me	nday, Tuesday, Wednes	day Thursday Eriday	9-20 AM to 10:00 Ph			
				•		
Primetime: Monday	, Tuesday, Wednesday,	Thursday, Friday - 9:50	AM to 5:20 PM		Hours in P	rimetime: 37.50
Building - Room	Roomtype	Room Hrs.	Room Hr. Util.	Prime Room Hrs.	Prime Room Hr. Util	Prime Ratio
MC - MC						
Carson Hall						
201	Classroom	54.42	86.38%	35.49	94.64%	65.21%
410	Lab-Computer	54.76	86.91%	32.20	85.87%	58.81%
411	Lab-Computer	43.40	68.89%	28.00	74.67%	64.52%
503	Classroom	56.13	89.10%	35.96	95.88%	64.05%
504	Classroom	50.84	80.71%	35.96	95.88%	70.72%
505	Classroom	50.53	80.21%	31.76	84.68%	62.84%
507	Studio-Theatre	30.18	47.90%	25.04	66.79%	82.99%
509	Classroom	56.13	89.10%	35.96	95.88%	64.05%
510	Classroom	48.04	76.26%	32.84	87.59%	68.36%
606	Classroom	50.53	80.21%	30.36	80.95%	60.07%
608	Classroom	53.33	84.66%	34.40	91.73%	64.50%
610	Classroom	46.67	74.07%	31.58	84.21%	67.67%
612	Lab-Physics	48.07	76.30%	29.40	78.40%	61.17%
613	Lab-Chemistry	11.20	17.78%	11.20	29.87%	100.00%
615	Lab-Biology	14.00	22.22%	14.00	37.33%	100.00%
700	Classroom	41.78	66.31%	29.33	78.22%	70.21%
701	Classroom	46.98	74.57%	34.69	92.50%	73.84%
702	Studio-Theatre	29.40	46.67%	28.78	76.74%	97.88%
703	Classroom	44.18	70.12%	30.33	80.89%	68.66%
705	Studio-Theatre	30.27	48.04%	25.36	67.61%	83.77%
801	Studio-Art	34.07	54.07%	23.33	62.22%	68.49%
802	Studio-Art	22.40	35.56%	19.13	51.02%	85.42%
803	Studio-Art	16.80	26.67%	13.53	36.09%	80.56%
BLBX	Studio-Theatre	31.94	50.71%	25.98	69.27%	81.32%
DS	Studio-Dance	56.70	90.00%	35.09	93.57%	61.89%
GH	Studio-Dance	52.77	83.76%	35.74	95.32%	67.74%
GHE	Studio-Dance	52.26	82.95%	35.56	94.81%	68.04%
GHW	Studio-Dance	51.77	82.17%	34.97	93.24%	67.55%

Q & A

- If you haven't already submitted a question, please feel free to use the Q & A box.
- We will do our best to answer all questions posed, but know that you can always reach out to your Account Executive and Client Experience Manager if you have further questions.

Upcoming Webinars

Using Analytics on Your Campus

8/27/2019

Webinar Highlights

 This round table Q&A will highlight Sacramento State University and their relationship with Ad Astra and beyond. Panelists include Stephen Perez, Provost and Vice President of Academic Affairs, Dr. Christina Bellon, Associate Dean of the College of Arts and Letters, and Patrick Cain, Strategic Solutions Consultant with Ad Astra. Q&A highlights: discussion on how you can effectively use analytics on your campus to influence key decisions, improve efficiency and ROI around course scheduling. and make the most out of your strategic scheduling team. Gearing Up for Conference Season

9/24/2019

Webinar Highlights

- How you can make the most of Ad Astra's upcoming summits and, in particular, the Aspire conference in October
- Tips and tricks to take with you as you enter higher ed conference season as an attendee

Engagement Opportunities

Ad Astra team members are coming to a city near you! To find out which conferences/events we will be attending, you can check our website at https://www.aais.com/conferences

Aspire '19 Users Conference in Kansas City is October 13-16

Register at www.aspireconference.com



