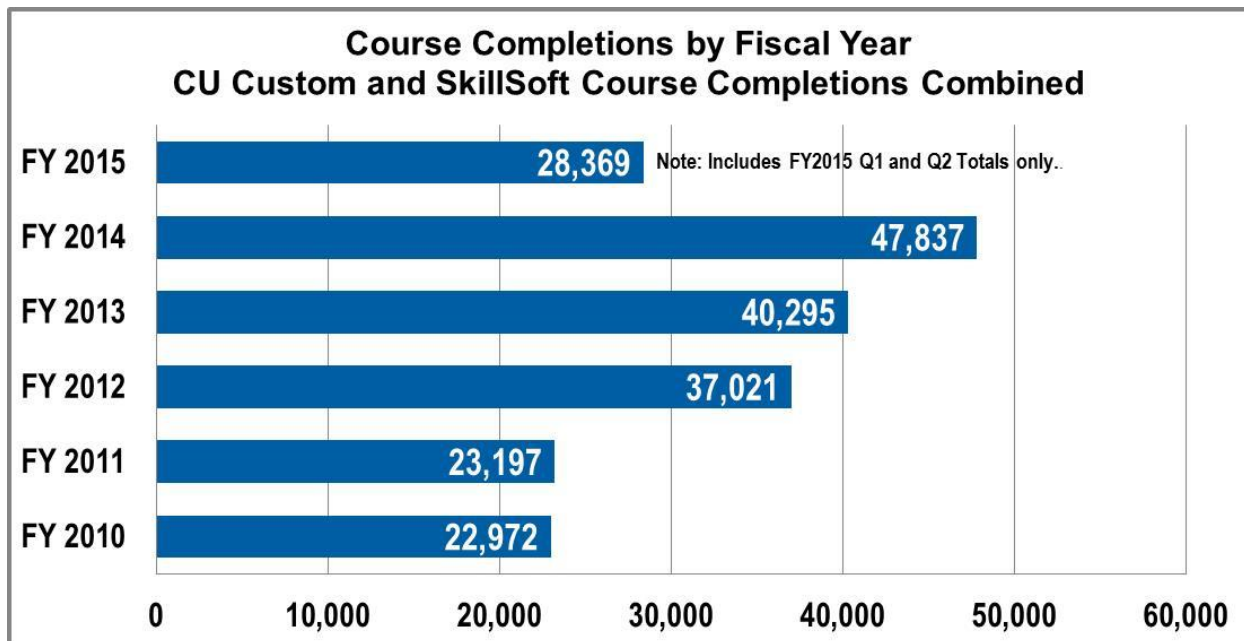


SkillSoft Utilization-Boulder Campus Fiscal Year 2015-Midyear Report

This midyear report summarizes course completions in SkillSoft, the online learning management system for University of Colorado (CU) faculty, staff, and student employee training. SkillSoft is a purchased service that includes a library of online learning resources and CU custom courses that meet CU compliance requirements and special topic needs. SkillSoft also provides:

- Books24x7, an online library, offering over 33,500 business and professional titles.
- Self-enrollment for Instructor Led Training (ILT) courses on each campus.
- Certification coursework for project management, accountancy (NASBA), and more.

Campuses rely on the learning completion data from the online courses to meet a variety of university, state, and federal compliance requirements. Managers rely on report data that identify training completions for required performance and compliance documentation.



University faculty and staff value the flexibility of online learning and the diversity of resources offered in SkillSoft. Employee Learning and Development continues to identify ways to support professional development opportunities required by campuses and individual departments utilizing the many resources provided by SkillSoft.

CU Custom Course Completions – Boulder Campus

HRMS Course Code	CU Courses in SkillSoft By HRMS Course Title	Q1 FY 2015	Q2 FY 2015	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
U00057	ADA	7	12	0	15	63	19	27
U00109	Advance Web-Nav and Reports	2	15	0	0	0	0	32
U00110	Advancement Gift Agreements	1	3	0	0	0	0	5
U00116	Advancement-Gift Handling	2	3	0	0	0	0	3
X00490	Asbestos Awareness [SkillSoft-SAH0403]	6	1	42	293	64	21	24
U00097	Assessment and Alignment	0	0	0	0	0	0	1
U00069	Bloodborne Pathogens	7	5	4	12	21	35	26
U20061	Budgeting Clinical Research	0	0	0	0	1	1	2
U00095	Campus Security Authority	265	104	0	0	0	306	408
U00065	Cash Control	8	4	17	22	34	16	25
U00068	Chemical Waste Management	7	3	3	17	32	38	34
U00076	Clinical Trials Recruiting	0	0	0	0	0	0	1
U00113	Cognos: Running m-Fin	9	14	0	0	0	0	14
U00114	Cognos: Working with m-Fin	12	9	0	0	0	0	12
U00092	Concur-Booking Travel	13	14	0	0	0	36	45
U00093	Concur-Reconcile Proc Card	22	16	0	0	0	34	52
U00094	Concur-Reconcile Travel	18	14	0	0	0	36	49
U00088	Conflict of Interest NIH	84	5	0	0	0	285	274
U00081	CU Marketplace - Approver	23	19	0	0	229	89	88
U00091	CU Marketplace - Inv Approve	16	11	0	0	0	20	74
U00090	CU Marketplace - Receiver	19	15	0	0	0	19	62
U00084	CU Marketplace - Requester	52	38	0	0	126	160	145
U00080	CU Marketplace - Shopper	110	58	0	0	534	217	224
U00059	Direct Charging	3	9	2	5	7	12	6
U00067	Discrimination & Harassment	33	18	16	165	189	227	205
S10007	Discrimination & Harassment UCB	1,755	1,235	1	3,295	3,439	2,808	6,505
U00130	DOT: Awareness of Controlled	2	1	0	0	0	0	0
U00129	DOT: Reasonable Suspicion	0	2	0	0	0	0	0
U00055	ePER	5	11	8	5	6	17	16
U00112	Faculty Search Committee	60	33	0	0	0	0	22
U00049	FERPA	228	484	642	638	360	414	555
F00001	Fiscal Code of Ethics	222	167	488	490	1,226	939	796
F00002	Fiscal Code of Ethics-Officers	89	73	7	10	38	30	265
U00072	Form I-9	8	7	0	8	33	23	20
U00083	Gift Fund-Advanced	10	6	0	0	14	41	36
U00082	Gift Fund-Beginner	35	20	0	0	94	166	131
A00020	HIPAA Regulations	4	2	6	21	34	34	28
A00029	HRMS Fundamentals	38	34	75	74	75	113	111
A00030	HRMS Inquire/Reporting	35	35	75	70	71	110	107
U00074	HRMS Managing People	21	19	0	0	31	80	71
U00073	HRMS Managing Positions	23	21	0	4	34	80	71
U00075	HRMS Payroll Processing	23	18	0	0	32	78	65
A00031	HRMS Time Collection	20	21	56	53	55	84	68
U00118	IACUC Refresher Training	59	85	0	0	0	0	6
U00077	Identity Theft Prevention	6	61	0	3	61	7	12
U00063	Information Security	377	350	158	1,213	1,459	945	1,317
U00064	Information Security ITS	60	74	17	83	79	68	320
U10065	Intro to Export Controls	10	5	0	0	28	5	75
A00140	Introduction to ISIS	140	110	649	418	265	287	330
A00141	ISIS Campus Community	67	42	225	136	115	119	147
A00144	ISIS Student Financials	22	31	80	80	39	64	69
U00087	IT Confidentiality Agreement	62	71	0	0	0	143	264

CU Custom Course Completions – Boulder Campus, continued

HRMS Course Code	CU Courses in SkillSoft By HRMS Course Title	Q1 FY 2015	Q2 FY 2015	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
U00050	Lab Safety	3	2	6	8	8	22	22
X00109	Laser Safety Training [SkillSoft-SAH449]	0	0	0	0	1	0	1
U10061	LASP Export Compliance	24	30	244	118	74	64	161
U00111	New Emp Orientation Boulder	126	82	0	0	0	0	147
U40057	New Empl Orientation-UCCS	0	0	0	0	0	2	4
U00070	New Employee Orientation	1	2	1	39	39	19	25
U00098	New Faculty Orientation-UCD	0	0	0	0	0	0	1
U60007	OLAR Animal Program Orient	4	0	0	0	0	10	11
U60006	OLAR Disease Prev & Cont	4	1	0	0	1	11	12
U60005	OLAR Standard Opr Proc	4	1	0	0	1	11	12
U60004	OLAR WAO	0	1	0	3	1	3	2
U00096	PeopleAdmin/JobsatCU	13	13	0	0	0	0	13
A00106	PeopleSoft Fin: Journal Entry	27	20	72	60	62	70	76
A00105	PeopleSoft Finance: Inquiry	50	35	102	84	81	125	157
U00115	Perf Mgmt Classified UCB	101	22	0	0	0	0	48
U00062	Performance Management	13	12	38	60	67	56	63
A00025	Procurement Card Approving	25	15	54	37	35	60	88
U00053	Procurement Card Holder	186	160	424	455	465	568	617
A00109	Procurement Purchasing	178	175	479	457	685	582	636
U00131	Radiation Safety	2	1	0	0	0	0	0
U00100	Radiation Safety Refresher	1	0	0	0	0	0	1
U00089	Regulated Medical Waste	2	7	0	0	0	10	14
A00139	Research Administration for Faculty	0	1	0	0	4	2	2
U00101	Research Response Criteria	0	0	0	0	0	0	0
X00107	Respiratory Protection [SkillSoft-SAH0474]	0	0	0	0	1	2	2
U00066	Search Committee Training	47	9	4	8	164	235	113
U00117	Secure Application Development	2	2	0	0	0	0	1
C20003	Shipping Bio Materials	1	0	2	0	1	2	3
U00119	SODM-BloodBorne Pathogens	1	0	0	0	0	0	0
U00120	SODM-Chemical Waste Management	0	0	0	0	0	0	0
U60001	SubRecipient Monitoring	2	5	1	2	1	3	2
U10066	Summer Salary Limitations	1	1	0	0	0	2	5
U00071	Tenure Review	1	0	0	3	5	2	1
U00078	Travel and Travel Card	156	120	0	326	1,551	639	614
U00128	Veteran Educators Training	2	1	0	0	0	0	0
U10067	WHC Community Health	7	3	0	0	17	10	18
U10063	WHC HIPAA Review	32	58	0	46	154	159	179
U10064	WHC Infection Control	30	46	0	0	177	168	170
U10062	WHC Safety & Risk Mgmt	34	46	0	133	165	152	164
TOTALS		5,180	4,279	4,687	9,176	12,749	11,279	16,667