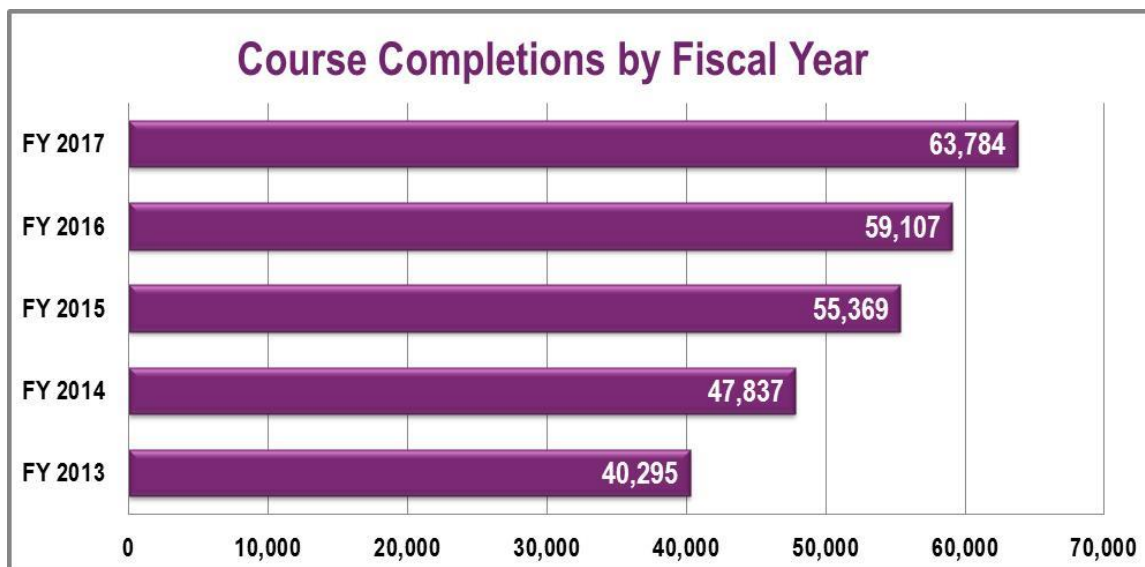


Skillsoft Utilization-CU Boulder Campus Fiscal Year 2017-Annual Report

This annual 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 currently includes 112 CU Custom courses that meet CU compliance training requirements and special topic needs.

Skillsoft also provides:

- Skillsoft Books, an online library, offering over 28,000 business and professional titles, available through Skillsoft search.
- Self-enrollment for over 170 CU Instructor Led Training (ILT) courses and 1,200 training sessions on each campus.
- Access to professional certification coursework and continuing education units (CEU) for programs such as project management (PMI), accountancy (NASBA), human resources HRCI and SHRM, information technology (CompTIA), information system security (ISC).



Note: This chart represents the combination of all CU Custom and Skillsoft completions.

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.

Below is a breakdown for campus utilization of individual CU Custom course completions.

CU Custom Course Completions – CU Boulder Campus

HCM Course Code	HCM Course Title	Q1 FY 2017	Q2 FY 2017	Q3 FY 2017	Q4 FY 2017	FY 2017	FY 2016	FY 2015	FY 2014	FY 2013
U00153	Accessibility in ICT	3	2	3	8	16	11	0	0	0
U00134	Active Shooter Awareness	25	99	30	30	184	165	2	0	0
U00057	ADA	32	18	16	16	82	80	40	27	19
U00109	Advance Web-Nav and Reports	7	6	5	23	41	70	42	32	0
U10068	Advanced Export Compliance	0	2	4	2	8	0	0	0	0
U00110	Advancement Gift Agreements	2	1	5	10	18	12	11	5	0
U00152	Animal Program Refresher	1	0	1	2	4	4	0	0	0
U00097	Assessment and Alignment	3	1	2	2	8	5	2	1	0
U00069	Bloodborne Pathogens	50	63	38	78	229	121	26	26	35
U20061	Budgeting Clinical Research	0	0	0	0	0	0	0	2	1
U00095	Campus Security Authority	78	85	79	61	303	295	475	408	306
U00065	Cash Control	10	6	7	7	30	34	27	25	16
U00068	Chemical Waste Management	47	51	40	63	201	109	26	34	38
U00076	Clinical Trials Recruiting	0	1	1	0	2	2	0	1	0
U00113	Cognos: Running m-Fin	16	18	0	0	34	63	40	14	0
U00114	Cognos: Working with m-Fin	14	15	0	0	29	60	36	12	0
U00092	Concur-Booking Travel	33	17	29	26	105	83	63	45	36
U00093	Concur-Reconcile Proc Card	34	20	35	37	126	116	74	52	34
U00094	Concur-Reconcile Travel	26	16	31	30	103	92	68	49	36
U00088	Conflict of Interest NIH	0	0	0	0	0	19	98	274	285
U00081	CU Marketplace - Approver	21	10	23	19	73	71	77	88	89
U00091	CU Marketplace - Inv Approve	12	11	13	20	56	53	58	74	20
U00090	CU Marketplace - Receiver	20	11	12	17	60	68	69	62	19
U00084	CU Marketplace - Requester	51	38	42	49	180	199	158	145	160
U00080	CU Marketplace - Shopper	131	58	88	85	362	375	317	224	217
U00121	CU Medicine: Track 1	1	0	0	9	10	9	3	0	0
U00122	CU Medicine: Track 2	1	0	1	7	9	4	2	0	0
U00123	CU Medicine: Track 3	0	0	2	10	12	10	6	0	0
U00124	CU Medicine: Track 4	0	0	3	6	9	10	1	0	0
U00125	CU Medicine: Track 5	0	0	0	3	3	2	1	0	0
U00126	CU Medicine: Track 6	0	0	0	2	2	1	0	0	0
U00137	CU Medicine: Track 7	0	0	0	1	1	0	0	0	0
U00127	CU Medicine: Track 8	0	0	0	1	1	2	0	0	0
A00141	CU-SIS Campus Community	48	46	28	30	152	177	168	147	119
A00144	CU-SIS Student Financials	20	31	21	20	92	94	83	69	64
U00059	Direct Charging	9	4	4	5	22	17	18	6	12
U00135	Discrim&Harrasment-UCCS	10	5	8	10	33	35	5	0	0
U00067	Discrimination & Harassment	22	12	14	30	78	46	60	205	227
S10007	Discrimination & Harassment UCB	1,404	904	1,162	733	4,203	4,544	5,080	6,505	2,808
U00138	DOT Defensive Driving	182	114	196	186	678	608	2	0	0
U00130	DOT: Awareness of Controlled	3	0	0	0	3	6	6	0	0
U00129	DOT: Reasonable Suspicion	2	0	0	0	2	5	2	0	0
U00055	ePER	9	2	5	3	19	15	20	16	17
U00112	Faculty Search Committee	57	35	6	17	115	191	118	22	0
U00160	Family Medical Leave	0	0	0	6	6	0	0	0	0
U00049	FERPA	263	184	151	179	777	1,009	1,067	555	414
U00156	FERPA Faculty	0	4	13	5	22	0	0	0	0
F00001	Fiscal Code of Ethics	402	278	342	327	1,349	1,302	873	796	939
F00002	Fiscal Code of Ethics-Officers	29	28	20	23	100	65	188	265	30

CU Custom Course Completions – CU Boulder Campus continued

HCM Course Code	HCM Course Title	Q1 FY 2017	Q2 FY 2017	Q3 FY 2017	Q4 FY 2017	FY 2017	FY 2016	FY 2015	FY 2014	FY 2013
U00141	FM: Bloodborne Pathogens	1	0	0	1	2	1	0	0	0
U00072	Form I-9	18	19	37	25	99	52	30	20	23
U00083	Gift Fund-Advanced	10	17	10	9	46	44	27	36	41
U00082	Gift Fund-Beginner	35	63	49	47	194	119	100	131	166
U00151	Gift Planning in Advance	2	1	5	9	17	3	0	0	0
U00145	HCM Fundamentals	51	44	37	42	174	130	0	0	0
U00148	HCM Managing People	28	30	29	26	113	94	0	0	0
U00147	HCM Paying People	28	28	28	24	108	90	0	0	0
U00146	HCM Position Data	27	32	23	26	108	89	0	0	0
U00149	HCM Recruiting with CU Careers	19	24	18	25	86	71	0	0	0
A00020	HIPAA Regulations	25	12	17	40	94	79	17	28	34
U40060	HIPAA Regulations UCCS	0	0	0	1	1	0	0	0	0
U00159	HIPAA Regulations-CUSystem	0	0	0	5	5	0	0	0	0
U00118	IACUC Refresher Training	2	2	1	0	5	7	153	6	0
U00158	ICT Accessibility Awareness	0	0	0	8	8	0	0	0	0
U00077	Identity Theft Prevention	10	49	4	8	71	33	81	12	7
U00063	Information Security	489	351	463	376	1,679	1,549	1,318	1,317	945
U00064	Information Security ITS	59	60	117	46	282	140	226	320	68
U10065	Intro to Export Controls	12	14	3	13	42	32	21	75	5
A00140	Introduction to CU-SIS	135	108	84	74	401	397	381	330	287
U00087	IT Confidentiality Agreement	78	84	142	50	354	283	221	264	143
U00143	IT Security PCI DSS v3	1	3	4	3	11	4	0	0	0
U00050	Lab Safety	24	23	18	31	96	42	14	22	22
U10061	LASP Export Compliance	27	26	37	38	128	143	139	161	64
U00155	Longitudinal Pro Mentoring	1	0	0	1	2	0	0	0	0
U00150	My Leave for Supervisors	0	0	0	4	4	0	0	0	0
U00136	N95 Respirator Safety	1	5	3	3	12	6	0	0	0
U00111	New Emp Orientation Boulder	161	27	0	0	188	452	385	147	0
U00070	New Employee Orientation	10	8	2	10	30	19	8	25	19
U00098	New Faculty Orientation-UCD	3	1	2	1	7	6	2	1	0
U00132	NIH Guidelines for rDNA	4	3	2	7	16	8	0	0	0
U60007	OLAR Animal Program Orient	12	8	5	14	39	22	8	11	10
U60006	OLAR Disease Prev & Cont	12	8	9	18	47	24	10	12	11
U60004	OLAR Elements	3	3	1	2	9	4	3	2	3
U60005	OLAR Standard Opr Proc	12	8	9	18	47	25	9	12	11
A00106	PeopleSoft Fin: Journal Entry	0	0	3	35	38	62	89	76	70
A00105	PeopleSoft Finance: Inquiry	0	1	11	47	59	93	144	157	125
U00115	Perf Mgmt Classified UCB	17	14	21	24	76	59	158	48	0
U00062	Performance Management	9	4	6	6	25	21	40	63	56
A00025	Procurement Card Approving	24	19	19	15	77	106	75	88	60
U00053	Procurement Card Holder	276	160	175	146	757	714	618	617	568
A00109	Procurement Purchasing	300	181	173	163	817	801	650	636	582
U00131	Radiation Safety	5	2	2	1	10	2	3	0	0
U00100	Radiation Safety Refresher	4	5	4	3	16	5	2	1	0
U00089	Regulated Medical Waste	32	28	24	39	123	56	16	14	10
A00139	Research Administration for Faculty	4	0	1	2	7	4	1	2	2
U00101	Research Response Criteria	0	0	0	2	2	0	0	0	0
U00154	Safety Driving 15-Pass Van	20	7	15	24	66	1	0	0	0
U00066	Search Committee Training	16	15	6	9	46	58	66	113	235
U00117	Secure Application Development	1	0	1	2	4	2	9	1	0
C20003	Shipping Bio Materials	11	6	11	8	36	7	1	3	2

CU Custom Course Completions – CU Boulder Campus continued

HCM Course Code	HCM Course Title	Q1 FY 2017	Q2 FY 2017	Q3 FY 2017	Q4 FY 2017	FY 2017	FY 2016	FY 2015	FY 2014	FY 2013
U00119	SODM-BloodBorne Pathogens	1	1	0	1	3	1	2	0	0
U00120	SODM-Chemical Waste Management	1	2	0	1	4	1	1	0	0
U60001	SubRecipient Monitoring	1	1	3	1	6	11	9	2	3
U00071	Tenure Review	3	0	0	0	3	1	1	1	2
U00078	Travel and Travel Card	225	152	209	180	766	773	567	614	639
U00128	Veteran Educators Training	54	33	4	5	96	5	9	0	0
U10067	WHS Community Health	12	9	2	3	26	20	14	18	10
U10063	WHS Confidentiality&Compliance	60	70	73	36	239	291	163	179	159
U10069	WHS Infection Cont. NonCli	0	5	32	15	52	0	0	0	0
U10064	WHS Infection Control	62	66	73	25	226	284	149	170	168
U10062	WHS Safety & Risk Mgmt	59	73	63	34	229	286	150	164	152
U00144	Working in Animal Housing	0	0	0	0	0	1	0	0	0
TOTALS		5,575	4,111	4,570	4,030	18,286	18,139	16,102	16,640	11,256