

# Program Review Presentation: College Skills/Basic Skills Programs, Distance Education, ECE/CDP, and the OIM/Articulation

PRAC, March 21, 2017



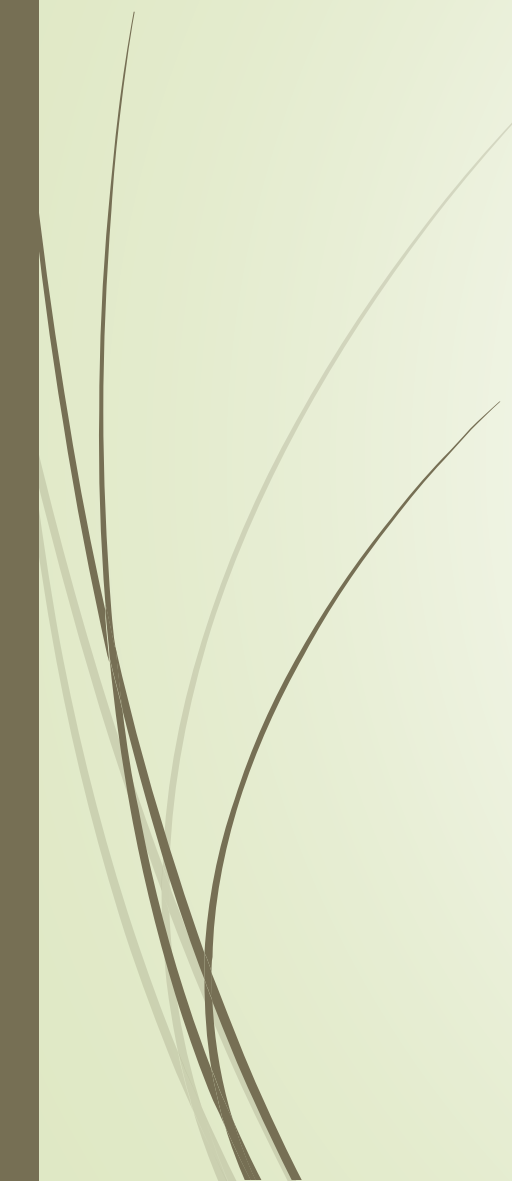
# College Skills Program Developments

- Status of concurrently offered Credit and Noncredit ESL sections
- Progress with Enrollment Services regarding transportation fee and registration issues in Noncredit program (CCC Apply)
- Noncredit ESL certificates of completion
- English 120AC – success rates and areas for growth
- Multiple measures implementation – preparing for opportunities and impacts
- **Request for full-time hire in English Skills to increase capacity to support critical initiatives**
- **\*Request to make second administrative assistant position permanently increased to 1.0 FTE from .53 FTE (currently, increase is categorically funded)**

\*the permanent increase will be necessary if the noncredit enrollment function does not move to Enrollment Services



# College Skills: Innovation

- ESL offering ESLN choice (Fall 2014 versus Fall 2016: almost 30% increase in enrollment)
  - HUM 101 – Social Justice and Food pilots in Fall 2017
  - ENGL 120AC
  - Umoja learning community
  - ENGL 92L, ENGL 98, and HUM 101 modules
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# College Skills: Collaboration

- Norming with English (both ESL and English Skills) Effective Practices
- ESL faculty going to TESOL with English and English Skills faculty in March
  - Area of interest: Gen 1.5 (example of cross-discipline collaboration)
- Counseling and English Skills (FYE) (cross-department collaboration)
- Summer Bridge
- Multiple Measures



# College Skills: Exemplary Leadership

- Academic Senate
- UPM executive council
- Curriculum Committee
- Governance Committees
- BSISC
- Student Access and Success
- Flex and New Faculty Academy (were noted by visiting team in March)
- The Basic Skills Transformation Grant, which was the result of FLIT and BSISC (FLIT work was also noted by the visiting team)



# Distance Education Program Developments

- Canvas migration and faculty training
- OESP training (at least six faculty have taken or are currently taking the class)
- Policy Revision – AP 4105
- New DE courses: Dance, Humanities, and Multimedia
- DE Plan – going forward to the Board in April
- **Request that the Instructional Technologist is transitioned to an Instructional Designer position**
- Storage in Moodle – for one year as back-up; cost associated with storage
- Continue Turnitin at least for another year
- Proctorio – authentication system to take exams online (automating proctoring)
- **On the horizon:**
  - Assess need for position to support OER: Open Educational Resources, vet software and applications for accessibility before integration – Southwest's model
  - 24-hour support for Canvas for students and faculty (tech support)





# Distance Education: Success Rates

- **Fall 2016**

- Enrollment: 522
- Success: 66.05
- Retention: 81.05

- **Fall 2015**

- Enrollment: 560
- Success: 63.79
- Retention: 84.18

- **We accomplished our QRE goal of increasing student success by 2% per year - 2.26% to be exact.**

# Distance Education: Budget

Item	Amount	Notes
Remote Learner – Moodle storage	To be determined; expected to be between \$6,000 to \$10,000 for 2017-2018	This is a one-year cost to allow faculty to access their courses stored in Moodle after migrating to Canvas; <b>we currently pay \$19,506 per year for Remote Learner</b>
Instructional Technologist to Instructional Designer	Budget increase: \$12,000 (salary)	Instructional Designer scope of work better aligned with DE programmatic needs
Professional Development (OESP training at \$320 each)	Budget 8 faculty per year = \$2560 for 2017-2018	Goal: all DE faculty take OESP training
Proctorio	To be determined; planning for \$2000 for 200 student seat licenses	Cost is per student and travels with student
DE Coordinator (3 units per semester @ \$3600/unit)	\$21,600	
Third-party software, such as Voicethread, Softchalk, etc.	\$2,000	Individual faculty site licenses
Canvas Technical Support	To be determined	Need 24-hour support for students and faculty that is technical in nature ("I can't get into my portal!")

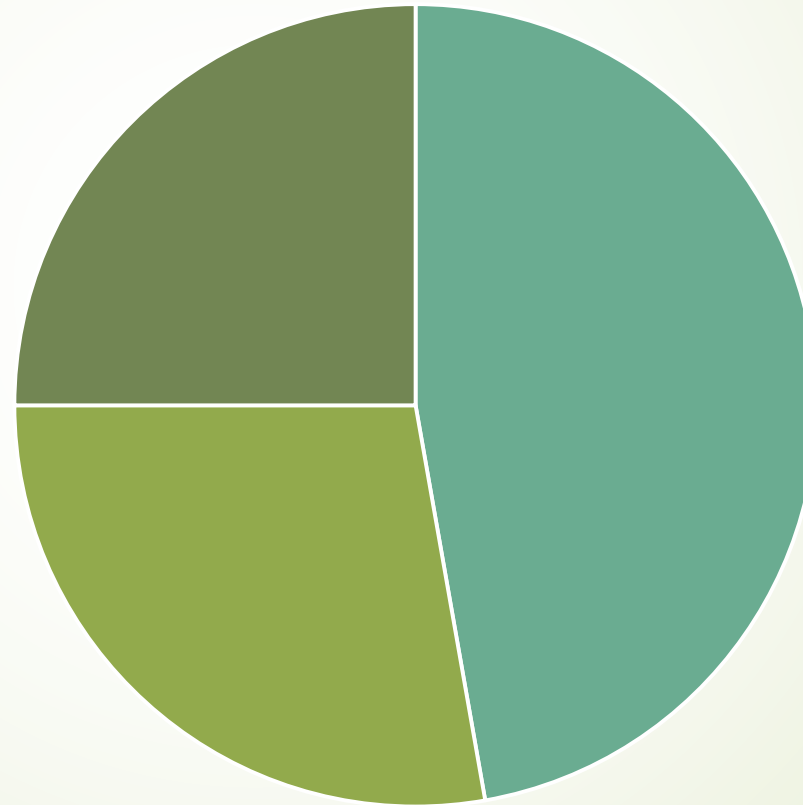




# Early Childhood Education/Child Development Program Updates

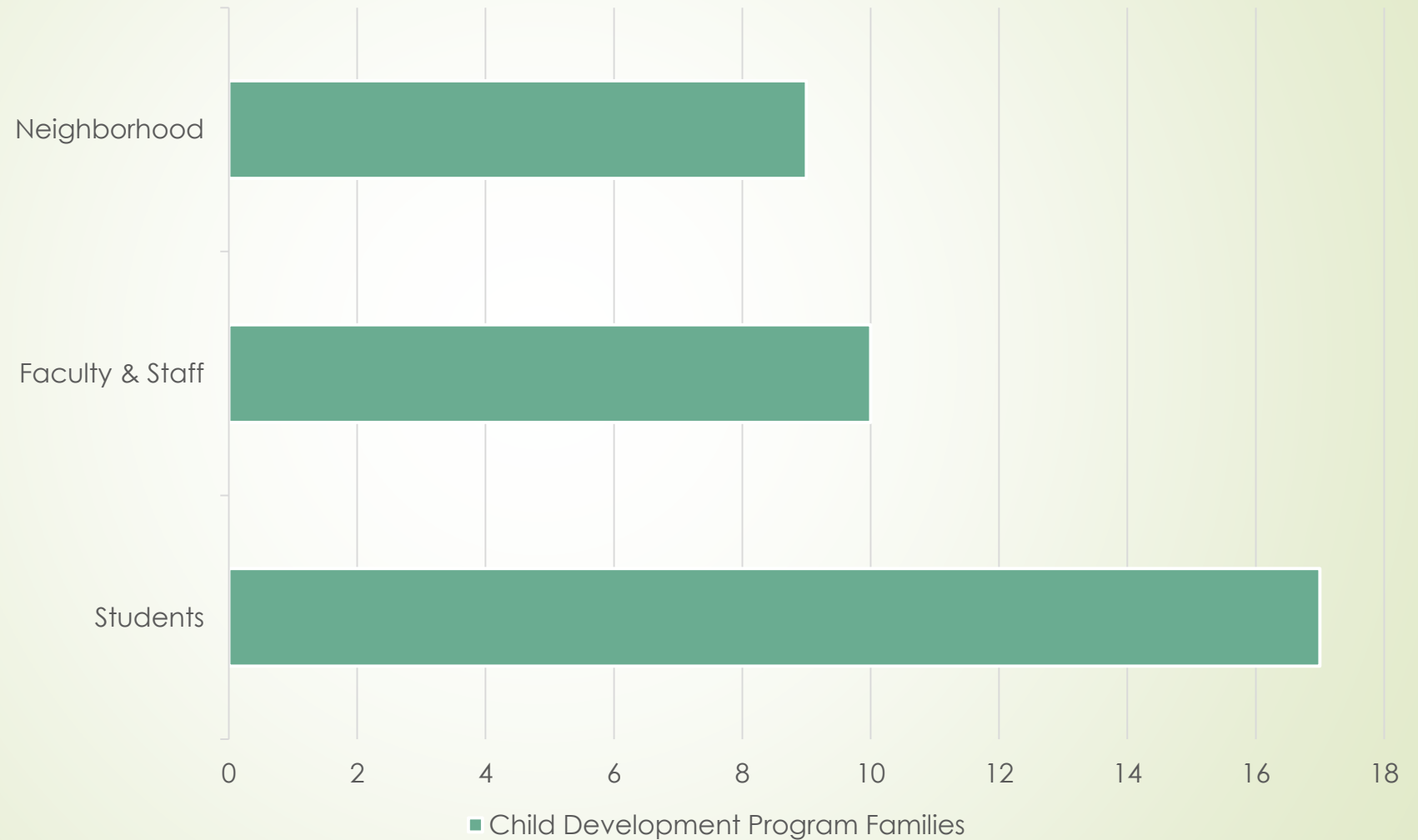
- Update on Ethel Seiderman Institute and activities
- ECE program and AEBG-related work
  - The COM Adult Education Block Grant (AEBG) is in the planning stages of collaboration with Marin Head Start, to implement a pathway for a cohort of 15 – 20 adult education students. The cohort will consist of early childhood education (ECE) teachers who have taken ECE classes but have not yet completed General Education units. The cohort will be supported by COM faculty and a Head Start professional learning community facilitator as they venture to complete GE classes in the areas of math, science, and computer information systems.
- CDP:
  - Modernized facility at IVC in Building 18 in planning phase
  - KTD CSC enrollment is growing, especially community families
  - IVC enrollment is struggling
  - Priorities: settle the staffing over the next four months (a number of open positions), plan the IVC center, finalize/implement long-term plan for both sites

# Spring 2017 Child Development Program Families



■ Students ■ Faculty & Staff ■ Neighborhood

## Child Development Program Families – Spring 2017





# Office of Instructional Management/Articulation

- **Request that the College hire an Articulation Officer/Transfer Counselor: critical need at the institution**
- Major preparation, UC Transfer Pathways, C-ID, ADTs: all need attention and support; currently unmet need
- Provides much-needed capacity in Counseling Department to serve students
- Cost: around \$80,000 in salary and \$30,000 in benefits = \$110,000 investment



# Funding Requests: Summary

- **College Skills:**

- English Skills full-time hire: \$110,000 (salary and benefits)
- Administrative Assistant permanent increase in FTE: \$24,000 per year (salary and benefits); currently funded by categorical funds

- ***Total for department: \$135,000 starting in 2017-2018***

- **Distance Education:**

- Instructional Technologist to Instructional Designer: \$12,000 for increase in salary per year

- ***Total for program: \$12,000 starting in 2017-2018***

- **Articulation:**

- Articulation Officer/Transfer Counselor full-time hire: \$110,000 (salary and benefits)

- ***Total for position: \$110,000 starting in 2017-2018***