

College Data Meeting

Dec 2, 2024

10-11:30

Zoom

In Attendance: Jon (Chair), Valerie, Janie, Randy, David, Tiffany, Vins & Jenée

CAEP Students: ABE, ASE, Non-credit ESL, Non credit CTE, AWD, K-12 success

Data Vision Topic	Data Actuals Needed (spreadsheet)	Data Source	Recommendations
COURSE SUCCESS / GENERAL PERSISTENCE	Any CAEP CC Students who have returned the subsequent quarter in any course.	<ul style="list-style-type: none"> District PC? Can we get consortium PC back? 	
	ELL Healthcare Pathway Course completion (pass the course)	<ul style="list-style-type: none"> For cohorted students: Internal AS tracker to track CC students. Eventually PC? 	
PATHWAY PROGRESS	ELL Healthcare Pathway Progress (ELL HC cohort or any CAEP ELL student moving onto next course in pathway)	<ul style="list-style-type: none"> Internal AS tracker to track CC students. This can be used up to this point- if we know that a student has moved from a dual enrollment bridge/foundation course into the next course. But it starts to get fragile and unable to scale at this point. So do we want to be able to use PC? 	
TRANSITION	<i>Adult School Transition to CC non-credit CTE (CDCP Certificate)</i>	<ul style="list-style-type: none"> Potentially use Internal AS tracker to track CC students; however, face the same scalability issues as above. So do we want to be able to use PC? 	
	<i>CC Non-credit ESL to Non-credit CTE (ELL Pathway) or Non-credit to credit CTE</i>	PC?	
	<i>ELL Healthcare Pathway Progress</i>	<ul style="list-style-type: none"> Potentially use Internal AS tracker to track CC students; however, face the same scalability issues as above. So do we want to be able to use PC? 	
PATHWAY COMPLETION	<i>CC Career Pathway Certificates (CEP student earns certificate)</i>	PC?	

ONS / SUCCESS	<i>ELL Healthcare Pathway Completion (earns certificate)</i>	Internal or PC?	
EMPLOYM ENT	<i>ELL Healthcare Pathway students become employed</i>	How do colleges track employment?	

Follow Up questions from 12/2 meeting:

1. Validate adult school special admit/dual enrollment data (Z) to make sure there are no HS DE students in it (x/)
2. Banner data fields. What is manipulatable in Banner to be able to flag CEP students:
 1. what adult school
 2. year attended AS
 3. CWID
3. Supplemental Question addition in CC application

Janie's Input:

I took this screenshot of the supplemental questions that already exist in case you need it to explain what we are altering as a district.

I'm also attaching the draft email Felisa and I worked on, with some edits I did today. The [survey](#) (also linked in the draft emails) is a work in progress, and I would remind the Transition Team that shorter is better, as this is just a contact survey, and we want to get the most crucial data at the first touchpoint. We can always follow up to expand on what is collected.

I meet with our A&R Dean Thursday, so I will keep you updated.

From Janie:

You may want to include in the notes that the supplemental (yes/no) question will trigger a reportable list of CWIDs & contact information that we can access via ETS at our colleges.

The survey we include in the automated email will be used to collect more specific information, such as: which adult school attended, programs participated, and date enrolled.

Supplemental Question Ideas:

Hello and thank you for your recent application to Foothill College.

You are receiving this email because you indicated you have previously attended an Adult School. At Foothill College, we are committed to supporting students who come from adult education, to ensure you have the best experience possible.

To start, we ask you to please complete this survey about your Adult School experience. It should only take a few moments and your answers are confidential. [Click here for survey.](#)

Once your survey is received, you will be contacted by our Student Success Specialist, who can help you enroll in classes and access free support services for college students.

If you have any questions, please reach out to us by email at fh-adultschools@fhda.edu.

You should be proud of yourself for seeking higher education at Foothill College. We know this is not an easy process, which is why we are here to help you.

Welcome to Foothill!

Hello and thank you for your recent application to De Anza College.

You are receiving this email because you indicated you have previously attended an Adult School. At De Anza College, we are committed to supporting students who come from adult education, to ensure you have the best experience possible.

To start, we ask you to please complete this survey about your Adult School experience. It should only take a few moments and your answers are confidential. [Click here for survey.](#)

Once your survey is received, you will be contacted by _____, who can help you enroll in classes and access free support services for college students.

If you have any questions, please reach out to us by email at da-adultschools@fhda.edu.

You should be proud of yourself for seeking higher education at De Anza College. We know this is not an easy process, which is why we are here to help you.

Welcome to De Anza!

Details from Janie's meeting with Anthony Cervantes

I was able to meet with our Dean of A&R, Anthony Cervantes, and as expected, he gave some great insight. We spoke in the context of Foothill specifically, but I'm hoping procedures for De Anza are similar.

For the data we have now (tracked via spreadsheet), an option to consider (if you have not already):

- Argos reporting.
 - As David suggested, we can cohort the students via a list of CWIDs. This can be done in Banner.
 - ETS Support:
 - Argos reporting is requested from ETS via a help desk ticket.
 - Argos reporting options are vast and FH is currently working on improving their utilization of the tool. If there is a list of reports they offer, we are not aware of it.
 - Anthony's suggestion: create a ticket requesting a discovery session where we can explain what data results we are looking for and ETS can make report recommendations. (This is support IRP could potentially offer as well.)
 - Argos reporting is not just for enrolled students. We can run reports on students who are "applied, not yet registered" as well.

Supplemental Question update:

- Each college controls their supplemental questions on their application, and therefore can design it differently if so desired.
- When ready to create supplemental question, Admissions & Records is the department to go through.
 - For Foothill, dean or supervisor of A&R are best points of contact. (Anthony Cervantes & Anthony Caceres)
 - For De Anza, Anthony suggested also working with the supervisor, Kim Te, if Nazy is busy/unavailable.
- I have sent Jenée the drafted emails Felisa and I worked on to share with the Transition Team for context.

Other questions we had:

- Banner is absolutely able to be manipulated with various data points we want to associate with individual student accounts, such as Adult School attended. Anthony (like David) said it is just a matter of identifying how to input the data. For example: we can use page SOAHSCH to list the recent adult school attended.
- At the moment, both cohorting and adding data (beyond what the application collects) in Banner are manual tasks but automation is possible in the future if numbers become too large to handle.

I hope this follow-up is clear based on what we discussed at our meeting this past Monday. Please let me know if you have any questions or requests for further information.