San Diego Continuing Education CALIFORNIA COMMUNITY COLLEGE OFFERINGS SURVEY 2017

Prepared by:
SDCE Office of
Institutional Effectiveness

April 2017

OFFICE OF INSTITUTIONAL EFFECTIVENESS

4343 Ocean View Boulevard, San Diego, CA 92113

California Community College Noncredit Offerings
Email Invitation

Dear Colleague,

The second annual *California Community College Noncredit Offerings* survey is being conducted by San Diego Community College District's Continuing Education institution in partnership with Educational Services at California Community Colleges Chancellor's Office (CCCCO) to gather information to support noncredit program development and student success. **The survey is being <u>sent to all California community colleges</u> to track the development and revision of noncredit programming. While much of the survey focuses on noncredit education at your institution, some sections are still applicable, even if your institution is not currently offering noncredit programs.**

Last year's baseline survey was extremely successful in that every college/institution in the state responded, contributing to a comprehensive report on the [Past, Present and Future of Noncredit Education in California](). We would like to continue to track the progression of noncredit and would very much appreciate that **one representative from each college/institution participate in this second iteration**.

The survey will take about 10 - 20 minutes to complete, and will be open until Monday, May 22nd. While **the survey is designed to be completed by your chief instructional officer or another instructional programming expert**, should there be a need to confirm responses with another department within your institution, you may review the survey's questions prior to submitting your responses online.

Your participation is completely voluntary. The San Diego Continuing Education Office of Institutional Effectiveness will compile the information and share a summary of the results with participating institutions, practitioners, and policy-makers. College/institutional level data will not be shared in an identifiable manner. Written responses to open-ended questions may be shared verbatim.

Thank you in advance for your participation,

Carlos O. Turner Cortez, Ph.D.
President, San Diego Continuing Education
San Diego Community College District

<div align="center">

Begin Survey

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Please click on the button above or copy the following link into your browser to begin the survey:
https://www.research.net/r/HXM9H9G

Please note: If there is another contact at your institution that is best suited to answer the survey questions, you may forward the email invitation; however, only one survey should be submitted per college/institution. If you have technical difficulty, please contact the SDCE Office of Institutional Effectiveness, at sdceresearch@sdccd.edu.

California Community College Offerings

Thank you for your participation. The survey should take 10 - 20 minutes to complete. The information you provide will help to support program development and student success and will be shared in a summary report to participating institutions, practitioners, and policy-makers.

Institutional Noncredit Background Information

1. Please fill in the following contact/institutional information *(contact information will be used to build an accurate contact database and will not be shared with practitioners without your consent)*:
   a) Name of Institution: _____
   b) District: _____
   c) Name of survey completer: _____
   d) Title: _____
   e) Email: _____

Distance Education

Unless otherwise specified, please select one response for each of the following questions:

2. Does your institution presently offer distance education courses?
   ☐ Yes, credit only
   ☐ Yes, noncredit only
   ☐ Yes, both credit and noncredit
   ☐ No
   ☐ Unsure/don't know

[If Q2 = Yes, continue; if Q2 = No/Unsure/don't know, skip to next section]

3. Does your institution presently offer the following distance education course modes?

	Yes, credit only	Yes, noncredit only	Yes, both credit & noncredit	No	Unsure/ don't know
a) web-enhanced courses (on-campus augmented with course websites)	☐	☐	☐	☐	☐
b) hybrid/blended course offerings (on-campus and online)	☐	☐	☐	☐	☐
c) fully online course offerings	☐	☐	☐	☐	☐
d) fully online degree or certificate program(s)	☐	☐	☐	☐	☐
e) synchronous (live face-to-face) programs(s)	☐	☐	☐	☐	☐

   f) Please specify any additional distance education course modes that your institution presently offers:_____

4. Is your district/institution planning to move to Canvas learning management system?
    ☐   Yes, plan to move to Canvas
    ☐   No, will not move to Canvas
    ☐   No, we are already using Canvas
    ☐   Unsure/don't know

Credit/Noncredit Offerings

5. Does your college presently offer free noncredit courses (not including community services or not-for-credit courses)?

☐ Yes, both regular and enhanced noncredit ☐ Yes, but only regular noncredit ☐ Yes, but only enhanced noncredit	☐ No, but we will provide noncredit in the next two years	☐ No, and we have no immediate plans to provide noncredit ☐ Unsure/don't know
[If Q5 = Yes, skip to next section]	**[If Q5 = No, but will in next two years, continue]**	**[If Q5 = No/Unsure/don't know, skip to Q44]**

6. Which of the following noncredit courses and/or programs do you have plans to provide in the next two years? **(Select all that apply)**
    ☐   Career technical education (CTE)
    ☐   English as a Second Language (ESL) or English to Speakers of Other Languages (ESOL)
    ☐   High school diploma or equivalency, also referred to as Adult Basic Education/Adult Secondary Education (ABE/ASE)
    ☐   Older adult education (55+), also referred to as Emeritus
    ☐   Students with disabilities education, also referred to as disability student programs and supports (DSPS)
    ☐   Unsure/don't know
    ☐   Other, please specify: _____

[Skip to Q44 after answering Q6]

Noncredit Courses and Programs

7. Does your noncredit institution or program have a separate admissions process from credit?
    ☐   Yes   ☐   No   ☐   Unsure/don't know

8. Does your noncredit institution or program use CCCApply?
    ☐   Yes   ☐   No   ☐   Unsure/don't know

9. How do students enroll in your noncredit courses and programs?
    ☐   Managed enrollment
    ☐   Open entry, open exit
    ☐   Both. It depends upon the specific program.
    ☐   Unsure/don't know
    ☐   Other, please specify: _____

10. Are students awarded grades in your noncredit courses?
☐ Yes, all courses are graded ☐ No, none of the courses are graded ☐ Unsure/don't know
☐ Other, please specify: _____

11. Does your institution/district offer combined sections of parallel credit/noncredit courses (credit and non-credit students enrolled in the same classroom)?
☐ Yes ☐ No ☐ Unsure/don't know

12. Do students enrolled in noncredit courses pay for the following:

	Yes	No	Unsure/don't know
a) textbooks	☐	☐	☐
b) labs	☐	☐	☐
c) course materials	☐	☐	☐

d) Please specify any additional noncredit course-related costs for students:
_____

13. Please answer the following questions related to the use of online educational resources (OERs):

	Yes	No	Unsure/don't know
a) Is your institution an OER grant recipient?	☐	☐	☐
b) Is your institution promoting the use of OERs for its noncredit offerings?	☐	☐	☐
c) Do any of your noncredit offerings use OERs as a primary learning material?	☐	☐	☐

14. Are your noncredit services and/or offerings getting funding from the following sources?

	Yes	No	Unsure/don't know
a) Student Success and Support Program (SSSP) Plan	☐	☐	☐
b) Student Equity Plan	☐	☐	☐

15. Do your noncredit students have access to the following student services? **(select all that apply)**
☐ Academic Counseling/Education Planning
☐ Assessment
☐ Associated Student Body (ASB)
☐ CalWORKs
☐ Career Services/Career Planning
☐ Disability Support Programs and Services (DSPS)
☐ Health/Mental Health Services
☐ Institutional Orientation
☐ New Horizons/Gender Equity
☐ Program Orientation
☐ Veterans' Services
☐ Other services, please specify: _____

16. [Answer if Q15 "Academic Counseling/ Education Planning" selected, else skip to next question]
What percent of your noncredit students complete educational plans?
_____%

17. [Answer if Q15 "Health/Mental Health Services" selected, else skip to next question]
Are noncredit students charged for health services?
☐ Yes   ☐ No   ☐ Unsure/don't know
☐ Other, please specify: _____

18. What types of institutional supports (i.e., structured instructional pathways/events, student services) are in place for credential-seeking noncredit students' transition to credit instruction?
_____

19. What types of instructional or student services-related institutional supports are in place for noncredit students' transition to the workplace?
_____

20. Does your noncredit program(s)/institution have access to a researcher?
☐ Yes   ☐ No   ☐ Unsure/don't know

21. Has your institution defined a specific metric to track noncredit persistence (continued student enrollment and progress)?
☐ No   ☐ Unsure/don't know
☐ Yes, please specify: _____

22. What percent of your faculty are noncredit?
_____%

23. What percent of your noncredit faculty are contract?
_____%

24. Are the following items the same for your credit and noncredit faculty?

	Yes	No	Unsure/don't know
a) service area requirement (minimum qualifications)	☐	☐	☐
b) salary table	☐	☐	☐

English as a Second Language/English to Speakers of Other Languages

25. Does your institution presently offer noncredit English as a Second Language (ESL) or English to Speakers of Other Languages (ESOL)?
☐ Yes
☐ No, but we will provide noncredit ESL/ESOL in the next two years
☐ No, and we have no immediate plans to provide noncredit ESL/ESOL
☐ Unsure/don't know

[If Q25 = Yes, continue; If Q25 = No/Unsure/don't know, skip to next section]

26. Does your institution presently offer the following noncredit ESL/ESOL programming?

	Yes	No	Unsure/don't know
a) web-enhanced programming	☐	☐	☐
b) hybrid or blended programming	☐	☐	☐
c) fully online programming	☐	☐	☐

d) Please specify any additional noncredit ESL/ESOL programming types that your institution presently offers:_____

27. Does your institution presently have state-approved stackable certificates for noncredit ESL/ESOL in place?

☐ Yes ☐ No ☐ Unsure/don't know

Adult Basic Education/Adult Secondary Education

28. Does your institution presently offer noncredit high school diploma or equivalency program(s), also referred to as Adult Basic Education/Adult Secondary Education (ABE/ASE)?
☐ Yes
☐ No, but we will provide noncredit ABE/ASE in the next two years
☐ No, and we have no immediate plans to provide noncredit ABE/ASE
☐ Unsure/don't know

[If Q28 = Yes, continue; if Q28 = No/Unsure/don't know, skip to next section]

29. Does your institution presently offer the following noncredit ABE/ASE programming?

	Yes	No	Unsure/don't know
a) web-enhanced programming	☐	☐	☐
b) hybrid or blended programming	☐	☐	☐
c) fully online programming	☐	☐	☐

d) Please specify any additional noncredit ABE/ASE programming types that your institution presently offers:_____

30. Does your institution or district presently have a partnership for ABE/ASE with local K-12 district(s)?
☐ Yes ☐ Unsure/don't know
☐ No, why not? _____

Career Technical Education

31. Does your institution presently offer noncredit career technical education (CTE) program(s)?
☐ Yes
☐ No, but we will provide noncredit CTE in the next two years
☐ No, and we have no immediate plans to provide noncredit CTE
☐ Unsure/don't know

[If Q31 = Yes, continue; if Q31 = No/Unsure/don't know, skip to next section]

32. Does your institution offer any noncredit CTE pathways that belong to the following CTE industry sectors?

	Yes	No	Unsure/ don't know
a) agriculture and natural resources	☐	☐	☐
b) arts, media, and entertainment	☐	☐	☐
c) building and construction trades	☐	☐	☐
d) business and finance	☐	☐	☐
e) education, child development, & family services	☐	☐	☐
f) energy, environment, & utilities	☐	☐	☐
g) engineering & architecture	☐	☐	☐
h) fashion & interior design	☐	☐	☐
i) health science & medical technology	☐	☐	☐
j) hospitality, tourism, & recreation	☐	☐	☐
k) information & communication technologies	☐	☐	☐
l) manufacturing & product development	☐	☐	☐
m) marketing, sales, & services	☐	☐	☐
n) public services	☐	☐	☐
o) transportation	☐	☐	☐

33. Does your institution presently offer the following noncredit CTE programming/opportunities?

	Yes	No	Unsure/ don't know
a) web-enhanced programming	☐	☐	☐
b) hybrid or blended programming	☐	☐	☐
c) fully online programming	☐	☐	☐
d) workplace training or internship opportunities for students	☐	☐	☐

   e) Please specify any additional noncredit CTE programming types or student opportunities that your institution presently offers:_____

34. Does your institution presently offer noncredit pre-apprenticeship programs?
   ☐ Yes
   ☐ No, but we will provide noncredit pre-apprenticeship in the next two years
   ☐ No, and we have no immediate plans to provide noncredit pre-apprenticeship
   ☐ Unsure/don't know

35. Does your institution presently offer noncredit apprenticeship programs?
   ☐ Yes
   ☐ No, but we will provide noncredit apprenticeship in the next two years
   ☐ No, and we have no immediate plans to provide noncredit apprenticeship
   ☐ Unsure/don't know

Disability Student Programs and Supports

36. Does your institution presently offer noncredit courses and/or programs for students with disabilities, also referred to as disability student programs and supports (DSPS)?
    - ☐ Yes
    - ☐ No, but we will provide noncredit DSPS in the next two years
    - ☐ No, and we have no immediate plans to provide noncredit DSPS
    - ☐ Unsure/don't know

[If Q36 = Yes, continue; if Q36 = No/Unsure/don't know, skip to next section]

37. Are any of the following noncredit DSPS pathways offered at your institution?

	Yes	No	Unsure/ don't know
a) basic education	☐	☐	☐
b) computer instruction	☐	☐	☐
c) access technology instruction	☐	☐	☐
d) art instruction	☐	☐	☐
e) acquired brain injury, specialized program instruction	☐	☐	☐
f) pre-vocational instruction	☐	☐	☐
g) specialized instruction for veterans with disabilities	☐	☐	☐
h) independent living skills	☐	☐	☐

38. Does your institution presently offer the following noncredit DSPS programming/opportunities?

	Yes	No	Unsure/ don't know
a) web-enhanced programming	☐	☐	☐
b) hybrid or blended programming	☐	☐	☐
c) fully online programming	☐	☐	☐
d) workplace training or internship opportunities for students	☐	☐	☐

   e) Please specify any additional noncredit DSPS programming types or student opportunities that your institution presently offers: _____

39. Does your institution have interest in developing Career Development and College Preparation (CDCP) certificates for students with disabilities?
    - ☐ Yes, interested in developing CDCP for students with disabilities
    - ☐ No, not interested in developing CDCP for students with disabilities
    - ☐ CDCP for students with disabilities already in place
    - ☐ Unsure/don't know

Older Adults

40. Does your institution presently offer noncredit courses and/or programs for older adults (55+), also referred to as Emeritus?
    - ☐ Yes
    - ☐ No, but we will provide noncredit older adult in the next two years
    - ☐ No, and we have no immediate plans to provide noncredit older adult
    - ☐ Unsure/don't know

[If Q40=Yes, continue; if Q40=No/Unsure/don't know, skip to Q44]

41. Are any of the following noncredit older adult pathways offered at your institution?

	Yes	No	Unsure/don't know
a) retirement living	☐	☐	☐
b) arts and crafts	☐	☐	☐
c) music	☐	☐	☐
d) social studies	☐	☐	☐
e) communications	☐	☐	☐
f) technology	☐	☐	☐
g) health and wellness	☐	☐	☐
h) body dynamics and the aging process	☐	☐	☐
i) consumer education	☐	☐	☐
j) nutrition	☐	☐	☐
k) literature/writing	☐	☐	☐

42. Does your institution presently offer the following noncredit older adult programming/opportunities?

	Yes	No	Unsure/don't know
a) web-enhanced programming	☐	☐	☐
b) hybrid or blended programming	☐	☐	☐
c) fully online programming	☐	☐	☐
d) workplace training or internship opportunities for students	☐	☐	☐

    e) Please specify any additional noncredit older adult programming types or student opportunities that your institution presently offers: _____

43. Does your institution have interest in developing Career Development and College Preparation (CDCP) certificates for older adults?
    - ☐ Yes, interested in developing CDCP for older adults
    - ☐ No, not interested in developing CDCP for older adults
    - ☐ CDCP for older adults already in place
    - ☐ Unsure/don't know

44. *[Feedback for internal operational purposes only:]* Do you have any comments/suggestions that may assist us in improving the survey?
    _____

Thank you very much for completing the survey!