

# San Diego Continuing Education CALIFORNIA COMMUNITY COLLEGE OFFERINGS SURVEY 2018

*Prepared by:  
SDCE Office of  
Institutional Effectiveness*

*April 2018*

**OFFICE OF INSTITUTIONAL EFFECTIVENESS**

4343 Ocean View Boulevard, San Diego, CA 92113



## California Community College Noncredit Offerings Email Invitation

Dear [Title] [First Name] [Last Name],

The third 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 sent to all California community colleges 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.**

The 100% participation rate across the state in the previous two iterations contributed to the comprehensive and award-winning report [The Past, Present and Future of Noncredit Education in California](#). To continue to track the progression of noncredit, **we kindly ask that one representative from [College Name] (chief instructional officer or another programming expert) once again participates in this survey.**

**Depending on the extent of your college's noncredit offerings, the survey will take about 3 - 20 minutes to complete, and will be open until Sunday, May 6th.** You may review the survey's questions prior to submitting your responses online.

Click [here](#) to preview the survey instrument.

If there is another contact at [College Name] that is best suited to answer the survey questions, or if someone forwarded you this email, click [here](#) to let us know. Please note that 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](mailto:sdceresearch@sdccd.edu).

Thank you in advance for your participation,



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

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.

[Begin Survey](#)

## California Community College Offerings

Thank you for your participation. The survey should take 3 - 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)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) hybrid/blended course offerings (on-campus and online)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) fully online course offerings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) fully online degree or certificate program(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) synchronous (live face-to-face) programs(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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)?
- |  |  |  |
|--|--|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Yes, both regular and enhanced noncredit</li> <li><input type="checkbox"/> Yes, but only regular noncredit</li> <li><input type="checkbox"/> Yes, but only enhanced noncredit</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No, but we will provide noncredit in the next two years</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> No, and we have no immediate plans to provide noncredit</li> <li><input type="checkbox"/> Unsure/don't know</li> </ul> |
| <b>[If Q5 = Yes, skip to next section]</b>   | <b>[If Q5 = No, but will in next two years, continue]</b>  | <b>[If Q5 = No/Unsure/don't know, skip to Q43]</b>   |

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 Q43 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: \_\_\_\_\_

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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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) labs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) course materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Is your institution promoting the use of OERs for its noncredit offerings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Do any of your noncredit offerings use OERs as a <u>primary</u> learning material?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Student Equity Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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: \_\_\_\_\_

2018 California Community College Noncredit Offerings Survey

16. **[Answer if Q15 “Academic Counseling/ Education Planning” selected, else skip to next question]**

What percent of your noncredit students complete educational plans?

- 0% (None)
- More than 0% to 25%
- More than 25% to 50%
- More than 50% to 75%
- More than 75% to 99%
- 100% (All)

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 noncredit faculty are contract?

- 0% (None)
- More than 0% to 5%
- More than 5% to 25%
- More than 25% to 50%
- More than 50% to 75%
- More than 75% to 99%
- 100% (All)

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

	Yes	No	Unsure/don’t know
a) service area requirement (minimum qualifications)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) salary table	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

24. 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 Q24 = Yes, continue; If Q24 = No/Unsure/don't know, skip to next section]**

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

	Yes	No	Unsure/don't know
a) web-enhanced programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) hybrid or blended programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) fully online programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Please specify any additional noncredit ESL/ESOL programming types that your institution presently offers: _____			

26. 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**

27. 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 Q27 = Yes, continue; if Q27 = No/Unsure/don't know, skip to next section]**

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

	Yes	No	Unsure/don't know
a) web-enhanced programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) hybrid or blended programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) fully online programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Please specify any additional noncredit ABE/ASE programming types that your institution presently offers: _____			

29. 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**

30. 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 Q30 = Yes, continue; if Q30 = No/Unsure/don't know, skip to next section]**

31. 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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) arts, media, and entertainment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) building and construction trades	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) business and finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) education, child development, & family services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f) energy, environment, & utilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g) engineering & architecture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h) fashion & interior design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i) health science & medical technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j) hospitality, tourism, & recreation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k) information & communication technologies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l) manufacturing & product development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m) marketing, sales, & services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n) public services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o) transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

	Yes	No	Unsure/ don't know
a) web-enhanced programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) hybrid or blended programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) fully online programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) workplace training or internship opportunities for students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Please specify any additional noncredit CTE programming types or student opportunities that your institution presently offers: _____			

33. 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



34. 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**

35. 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 Q35 = Yes, continue; if Q35 = No/Unsure/don't know, skip to next section]**

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

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

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

	Yes	No	Unsure/ don't know
a) web-enhanced programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) hybrid or blended programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) fully online programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) workplace training or internship opportunities for students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Please specify any additional noncredit DSPS programming types or student opportunities that your institution presently offers: _____			

38. 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**

39. 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 Q39=Yes, continue; if Q39=No/Unsure/don't know, skip to Q43]**

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

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

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

	Yes	No	Unsure/don't know
a) web-enhanced programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) hybrid or blended programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) fully online programming	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) workplace training or internship opportunities for students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Please specify any additional noncredit older adult programming types or student opportunities that your institution presently offers: _____			

42. 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

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

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Thank you very much for completing the survey!