**2017 CTEOS Research Academy**

**Discussion: Non-Credit CTEOS**

**Facilitator: Raine Hambly**

**Session Description:** *This is a round-table discussion session where we cover issues and solutions that influence how CTEOS will be deployed for non-credit students.*

**Meeting Notes courtesy of Michael Pham**

We need a way to categorize skills builders based on intended program/award goals

Each school’s programs are so different, especially with the variance in the number of hours required to earn an award, hence the difficulty of finding uniform cohorts.

Could each school send their award file to us? Your completers can be identified by program TOP code

It’s hard to match because of the absence of SSNs

Strong Workforce: 48 non-credit contact hours for 1 point

Can we go with a percentage completed of an award?

Problem: There may be courses within a program, but some courses are colloquially called “skills builders” courses. Students completing just this course, but not earn an award, often leave (web design is a common one).

Can we identify general “professional learning skills” courses?

(course impact index): how many different courses are impacted by the skills obtained from a course?

Stackable certificates: How do we determine when you’re “finished”?

The stackable certificates are not leveled.

We can’t use capstone courses because not all programs have those.

Maybe look outside California for examples of how they survey non-credit?

-Check Florida and Texas

We collected students with 10+ hours for 2017 CTEOS, but each of the 3 schools can exclude some students (maybe with a higher threshold) to get the best outcome report. Also, having a low threshold ultimately includes ALL students for some non-credit schools because all their courses require more than 10 hours.

North Orange: Based on number of classes (and not contact hours)

If the minimum contact hours number is too low, then there will not be any skills builders for programs in which their lowest hour courses are over 10 hours

Proposal: Make a separate CCCApply for noncredit

Perhaps non-credit needs a separate CB file from COMIS.

Because of AEBG tied to WIOA, there’s serious discussions for CCC Apply for noncredit

Are response rates influenced by sample size?