

ACCE Conference
Feb 25 – 27, 2008
Palm Springs

Technology Updates –
Meeting Accountability & Program
Demands Post SB 361

School Of Continuing Education

North Orange County Community College District

www.sce.cc.ca.us

Presenters:

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Who is the SCE & Who are our Students?

- The School of Continuing Education in Orange County – a comprehensive adult education program with offerings in all 9 state mandated areas plus community services and contract education classes
- In 06-07 served a diverse population of 67,815 (7523 FTES) students
- Part of the NOCCCD which also includes Fullerton & Cypress Colleges
- Located at 3 main campuses – Anaheim, Cypress, & Wilshire (Fullerton) & at 160 off-campus locations

Who is the SCE & Who are our Students?

(cont'd)

- SCE students represent more than 22 different ethnic groups
- The largest of these groups is Hispanic, representing 33%
- 55% are citizens
- 45% permanent or temporary residents, refugees, and student visa holders or choose not to report status
- 25% report they enroll to improve basic skills or earn a high school diploma
- Students also enroll for self development, job training or to prepare for transfer to 2 or 4 year colleges

Technology applications currently being utilized

- **iTendance** – Collection of student attendance and instructor timecard data
- **TransPoint** – Electronic evaluation system for the High School Diploma Program
- **Vocational Certificate Grad Check** – An electronic “degree audit” that tracks certificate requirements and student progress

What do these programs do for us?

- Improve accuracy and efficiency while streamlining processes
- Decrease workload and reduce overtime
- Eliminate the need for storing a paper audit trail
- Improve capability of monitoring FTES goals
- Streamline communication between multiple staff in various roles, located at multiple locations
- Provides a database that easily stores completion and retention data

iTendance- the users

- Instructors to post student attendance and submit timecard
- Staff who process timecards
- Student Records staff to process student drops and confirm student registration
- Program coordinator to monitor FTES generation

iTendance- instructor's role

- Instructors post attendance and time card information

iTendance v1.2 [Profile](#) | [Logout](#)

[Home /](#)

Introduction to MS Windows - CRN: 21074

Monday February 4th - 2008 19:00 - 21:50

[Add Write-In Student](#)

[Non-Javascript Version](#)

All | [Recent](#) | [Inactive](#) | --- | [Drop students](#)

Hours Taught	Paid Leave	Other	Explanation	
3 Hours	0 Hours	<input type="radio"/> Jury Duty <input type="radio"/> Other	<input type="text"/>	
	<input type="radio"/> Sick <input type="radio"/> PN			
	Last	First	Present?	
1.	A	A	<input type="checkbox"/>	
2.	A	D	<input type="checkbox"/>	
3.	A	R	<input type="checkbox"/>	
4.	A	G	<input type="checkbox"/>	

iTendance- timecard processing

11579	ESLA	200	ESL Beginning Low	01	2008-02-12 10:30:00	0	2.5	SIC
11579	ESLA	200	ESL Beginning Low	01	2008-02-14 10:30:00	0	2.5	SIC
11579	ESLA	200	ESL Beginning Low	01	2008-02-14 10:30:00	2.5	0	SUB
11584	ESLA	100	ESL Beginning Literacy	01	2008-01-02 17:00:00	0	2.5	SIC
11589	ESLA	200	ESL Beginning Low	01	2008-02-07 19:30:00	2.5	0	SUB-CONF

iTendance- sample reports

- Unresolved hours for a part of term

Unresolved write in hours

Term: 200725 - Ptrm: ---

Crn	Subject	Course	Class Name	Session Id	Last Name	First Name	Total Hours
10545	DSPS	137	Job Skills	01			2
10552	DSPS	121	Computer-Assisted Instr Lab	01			2
11001	HLTH	161	History Comedy & Humor for OA	01			2
11002	FITN	300	Physical Fitness for OA	01			8
11005	EDEN	100	Senior Topics for Older Adults	01			3
11009	FITN	300	Physical Fitness for OA	01			12
11011	FITN	300A	Physical Fitness: Res Manors	01			12
11015	FITN	300A	Physical Fitness: Res Manors	01			4

iTendance- sample reports

- Attendance Grid

MS Excel - Power-User Skills - CRN: 21070

Term: | CRN: |

Search:

(Tip: Just start typing a class title or instructor's name)

	Last	First	01 03	01 10	01 17	01 24	01 31	02 07	02 14	Count	%	Total Hours
17 0			X	X	-	X	X	X	-	5	71.4%	15
18 0			X	X	-	-	-	-	-	2	28.5%	6
19 0			X	-	-	-	-	-	-	1	14.2%	3
20 0			X	X	X	X	X	-	X	6	85.7%	18
21 0			X	X	X	-	X	X	-	5	71.4%	15
22 0			-	X	X	X	X	X	-	5	71.4%	15
23 0			X	X	X	X	X	X	X	7	100%	21
24 0			X	X	X	X	X	X	X	7	100%	21
25 0			X	X	X	X	X	X	X	7	100%	21
	Totals		24	32	26	22	19	18	12		59%	459

iTendance- sample reports

- Reports used for FTES projection

Term: 200725 - Ptrm: 3CM

Crn	Subject	Course	Class Name	Session	Enrollment	Total Hours	Average Hours
21034	COMP	100	Introduction to Computers	01	31	282	23.50
21035	MS	160	MS Office - Overview	01	26	282	18.80
21098	BUSN	321	Office Skills II	01	20	140	17.50
21099	COMP	100	Introduction to Computers	01	34	327	27.25
21100	MS	144	Introduction to Word	01	30	312	26.00
21101	MS	105	Introduction to Excel	01	29	351	23.40
TOTAL						17,060.00	21.49

TransPoint- the users

- Student Records staff post credits earned at other institutions to determine the credits still needed to earn a High School Diploma at our institution
- Counselors for guiding and assisting students towards their education goals
- High School Lab Faculty and Staff to direct and assist students towards completion of their diploma

TransPoint- records department

- Staff review incoming transcripts and input credits accepted into TransPoint
- TransPoint determines the number of credits still needed in each subject area

TransPoint- records department

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[Student notes.](#)

[Print Transcript Evaluation](#)

[Counselor / HS Staff view](#)

[Progress Report](#)

This students has not clocked into a HS lab yet.

New Evaluation

Banner ID	Last Name	First Name	DOB	Site
████████	████████	████████	████████	[not yet set] ○ A ○ C ○ W
Street Address	City	Zip Code	Uploaded	Sex
████████████████	La Habra	████████		Female
Tests	Reading	Written Comp.	Language	Math
Comp Tests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CAHSEE Tests	<input type="checkbox"/>			<input type="checkbox"/>
TABE Score	<input type="text"/>			
Class Name	Year	Grade	Credits	Class Codes
100 = "English 1" 107 = "Gov." ...				
Saved	2005	A	5	989
1. Science	Sci			
2. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

CC	Subject	Earned	Needs
100	English I	0	10
101	English II	0	10
102	English III	0	10
103	English IV	0	10
662	Other Soc. Sci.	0	10
107	Government	0	5
111	Economics	0	5
106	US History	0	10
825	Fine Arts	0	10
116	Math	0	20
989	Science	5	15
124	Health	0	5
128	Electives	0	60
1179	PE	NA	NA
	**Total	5	180

TransPoint- counselors

- TransPoint evaluation is pulled from the server, reviewed, and discussed with the student
- Counselor can add comments into TransPoint

TransPoint- counselors

██████████ - Evaluation

Banner ID	Last Name	First Name	DOB (year-month-day)		
██████████	██████████	██████████	██████████		
Street Address		City	Zip Code	Phone	Sex
██		Anaheim	92801	██████████	Male
Class		Year	Grade	Credit	Last Update
English I - [Eng1]		2004	F	.0	2007-10-03
English I - [Eng1]		2005	B	5.0	2007-10-03
English I - [Eng1]		2004	F	.0	2007-10-03
English I - [Eng1]		2004	C	5.0	2007-10-03

TransPoint- counselors

Integ Sci 1B - [Sci]	2005	F	5.0	2007-01-29
Comp Tests	Reading	Written Comp.	Language	Math
Regular Comp Tests				
CAHSEE Tests				
TABE				

[Student's Notes.](#)

- Sent to High School Lab
- Sent to ESL Lab
- Sent to Lit. Lab

General Note (optional):

- General note can be reviewed by all staff

- Write note and sent back to evaluator (optional)

Add an explanation below if you need the evaluator to respond to a question.

Submit

Title	Required	Earned	Needed
English I	10	10.00	
English II	10		10.00
English III	10		10.00
English IV	10		10.00
US History	10		10.00
Government	5		5.00
Economics	5		5.00
Other Social Science	10	.00	10.00
Fine Arts	10		10.00
Math	20	10.00	10.00
Science	20	5.00	15.00
Health	5	.00	5.00
Elective	60	25.00	35.00
Physical Education*	0	15.00	
-- Total --	185	50.00	135.00

TransPoint- high school lab faculty/staff

- Staff reviews the TransPoint evaluation to determine where credits are still needed

TransPoint- high school lab faculty/staff

Subject	YR	Grd	Crđ	IHSS#	Coll	EARNED	NEEDS
English I (100)						10	0
2004 English I	200105	F	0.00	100	Transfer		
2004 English I	200105	C	5.00	100	Transfer		
2005 English I	200105	B	5.00	100	Transfer		
2004 English I	200105	F	0.00	100	Transfer		
English II (101)						10	0
2007 English II	200105	C	4.00	101	Transfer		
2005 English II	200105	F	0.00	101	Transfer		
High School English 2	200725	B	6.00	101	SCE		
2007 English II	200105	NC	0.00	101	Transfer		
Comp Tests							
Reading							
Math							
CAHSEE Math-Passed 370							
Language							
Written Comp.							
Required						90	46
Electives						100	0
Residency						6	-
Grand Total						190	46
Recommendations							
Date							
Literacy Lab							
High School							


Vocational Certificate Grad Check- the users

- Counselors to confirm completion during the exit interview
- Program Coordinators to view completion and retention reports


Vocational Certificate Grad Check- exit interview process

- The Counselor determines if the student has successfully completed all program requirements

First Term Found for Student: 200515

 **Early Childhood Education Certificate Program (Incomplete)**

**Course Work Requirement
for Early Childhood Education Certificate Program**

 **(Incomplete)**

Course Groupings

Course Group Name	Number of Required Courses
Required Courses	6
Elective Courses Group 1	3


Required Courses

Completed	CRN	Course Number/Title
No	---	ECE140 - Early Childhood Development
No	---	ECE136 - Family Community Relationships
No	---	ECE108 - Program Principles I
CR (200515)	10171	ECE110 - Program Principles II
No	---	ECE134 - Dev Readiness Preschool
CR (200525)	20175	ECE100 - Child Safety/Disaster Prep.

Elective Courses Group 1

Completed	CRN	Course Number/Title
No	---	ECE112 - Program Literature
No	---	ECE116 - Program Music & Movement
CR (200515)	10400	ECE124 - Infant Care I
CR (200525)	20305	ECE126 - Infant Care II
No	---	ECE130 - Program Science & Math
No	---	ECE132 - Program Creative Experience

**Additional Requirements
for Early Childhood Education Certificate Program**

 **(Incomplete)**

Verified By	Requirement Title
Unverified	Pediatric First Aid/CPR

Counselor Signature / Date

Student Signature / Date

This is for advisory purposes only and is not an official confirmation of program completion.

Raw Transcript of Program Courses Taken

(This section will not display when "Print Progress Check" is selected.)

CRN	Course	Term	Registration Code	Grade
10171	ECE110	200515	RE	CR
10400	ECE124	200515	RE	CR
20175	ECE100	200525	RE	CR
20305	ECE126	200525	RE	CR
30224	ECE112	200535	CN	
50649	ECE112	200615	DC	

Graduation Details for Santiago, Marie Socorro (@00944769)

(This section will not display when "Print Progress Check" is selected.)

[[Grad Info Report](#) | [Top of Page](#)]

Preferred Grad Name (First, Last)	Height (For Gown)*	Attendance**	Grad Date
<input type="text"/>	<input type="text"/> ft. <input type="text"/> in.	N/A <input type="button" value="v"/>	None <input type="button" value="v"/> <input type="button" value="Save"/>

*Required only if the student is attending graduation.

**Required if a graduation date is selected.

Vocational Certificate Grad Check- reports

- Reports showing data such as:
 - 1)number of program completers for a given term
 - 2)students needing one or two additional courses for completion
 - 3)students who need only additional lab hours

Any questions or comments?

Thanks for your attendance!