

UTAH COLLEGE OF APPLIED TECHNOLOGY

AGENDA ITEM

UCAT BOARD OF TRUSTEES 23 March 2017

ITEM: III.P

TOPIC: Alignment of Outcomes Reporting

BACKGROUND

In its September 14, 2016 meeting, the Board of Trustees directed UCAT administration to continue working to align UCAT policies 205 and 206 with the policies and definitions of the Council on Occupational Education, the colleges' accrediting body. This work is to be completed by June 30, 2017.

Beginning in January and continuing to the present time, college presidents and instructional officers have collaborated on definitional questions and developed a framework for legislative reporting that will be consistent with reports submitted to the colleges' accrediting body. These efforts are on-going.

Vice Presidents Wendy Carter (Bridgerland ATC) and Kim Ziebarth (Davis ATC) have been asked by the Instructional Officers Committee to summarize decisions made, through recommendations for policy revisions and future legislative reporting. Their report is attached here and will be presented by Vice Presidents Carter and Ziebarth. In the coming weeks, Commissioner Woolstenhulme intends to present the attached report to legislative and other stakeholders, soliciting feedback in how to improve the clarity of UCAT reporting.

Work to incorporate the Instructional Officers' recommendations into UCAT policy has already begun. Revisions to applicable policies will be presented to the Board of Trustees for approval at the May 18, 2017 meeting.

RECOMMENDATION

Information/discussion only.

Attachments: Outcome Reporting Alignment General Recommendations



General Recommendations

1. Discontinue use of the term “completer” to eliminate confusion about combined data. Communicate the same information with graduation and placement data.
2. Graduates will be counted once per distinct student and distinct program regardless of the number of credentials earned.
3. Secondary programs may be approved by COE but will be reported legislatively as only head count and membership hours.
4. Post-Secondary student classifications reported to COE should include Certificate Seekers and Job Upgrade students. While Job Upgrade instruction may be approved as independent programs or integrated with regular approved programs, data reported (headcount and membership hours) for these within the state will be combined.
5. Withdrawals for both secondary and post-secondary students will be in accordance with terms defined in the Student Refund Policy, which must comply with COE criteria and may differ between colleges. Enrollment for withdrawals within refund period is not included in reported data.
6. Community participation in workshops, lunch-and-learn activities, and college events will not be recorded or reported.
7. Definitions between UCAT policy and the Data Dictionary should be aligned.

Proposed Draft Definitions

Program: An educational program designed to provide a sequence of educational and skill development experiences that lead to workplace competencies. This mission related post-secondary training is approved by and reported to the accrediting agency. *(COE)*

Graduate: A post-secondary or secondary student who has demonstrated competencies for an accredited post-secondary program and has been awarded the appropriate credential by the institution. *(COE)*

Placement: A post-secondary student employed in a field related to their instruction; graduates who continue their education internal or external to the institution or enlist in military service; and non-graduates who receive credit for courses included in a written academic agreement to continue their education at an external institution. *(COE)*

Licensure: A state or federal industry licensure exam required in order to become employed in the field of instruction pursued. *(COE)*

Job Upgrade Training: Educational activities or experiences designed to enhance existing knowledge and skills offered with the goal of providing persons in specific occupations the credentials, knowledge, and skills needed for career advancement (as opposed to maintaining one's current occupation). This mission related post-secondary training is approved by and reported to the accrediting agency. *(COE)*

Continuing Occupational Education: Educational activities or experiences designed to assist in the development of knowledge and skills with the goal of maintaining one's current professional occupation (as opposed to advancing one's career). Participants are assumed to have previously attained a basic level of education, training, or experience in the occupational area in which they are enrolling. Continuing occupational education courses are approved by the College. This mission related post-secondary training is not approved by or reported to the accrediting agency. *(COE)*

Secondary Training: Educational activities or experiences for secondary students in approved post-secondary programs with minimum enrollment of one term as defined by the secondary education provider. This mission related training is designed to direct students toward an accredited program credential. Exceptions must be approved by the Commissioner's office. This training may be approved by and reported to the accrediting agency.

Other Training: Mission related educational activities including basic skills instruction in reading, language arts, and mathematics necessary for student success in a chosen career and technical education or job-related program (53B-2a-106(2)(b)). Also includes students who enroll in courses in accredited programs or Continuing Occupational Education as space is available to enhance skills for personal interest unrelated to a person's career. Training is not approved by or reported to the accrediting agency but is reported to the State.

Self-Support Community Interest: Non-mission related educational experiences or activities intended to enhance student skills for personal interest and to introduce the community to training opportunities at the College. These courses are self-supported through tuition and fees and are not approved by or reported to the accrediting agency or the State.

Draft UCAT Reporting to State

Hour Length	COE Accredited Training		Secondary Training		Continuing Occupational Education	Other Training	Self-Support Community Interest
	Certificate Seeker	Job Upgrade					
1-599	GPL HC / MH	HC / MH	G*	HC / MH	HC / MH	HC / MH	Not Reported
600-899	GPL HC / MH	HC / MH	G*	HC / MH	HC / MH		
900-2000	GPL HC / MH	HC / MH	G*	HC / MH	HC / MH		

* Secondary students who earn COE Accredited Post-Secondary Program Certificates

G = Graduate

P = Placement

L = Licensure

HC = Head Count

MH = Membership Hours