

# *What's NonCredit Coding Got to Do with It: Getting the Most Out of Your Data.*

**April 20, 2021**

# Today's Presenters



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# Today's Goals

- Learn about the AEP Dashboard build process
- Explore the MDD
- Highlight key metrics
- Highlight new metrics and process for updating metrics
- Learn process for correcting data

# AEP Dashboard Build Process



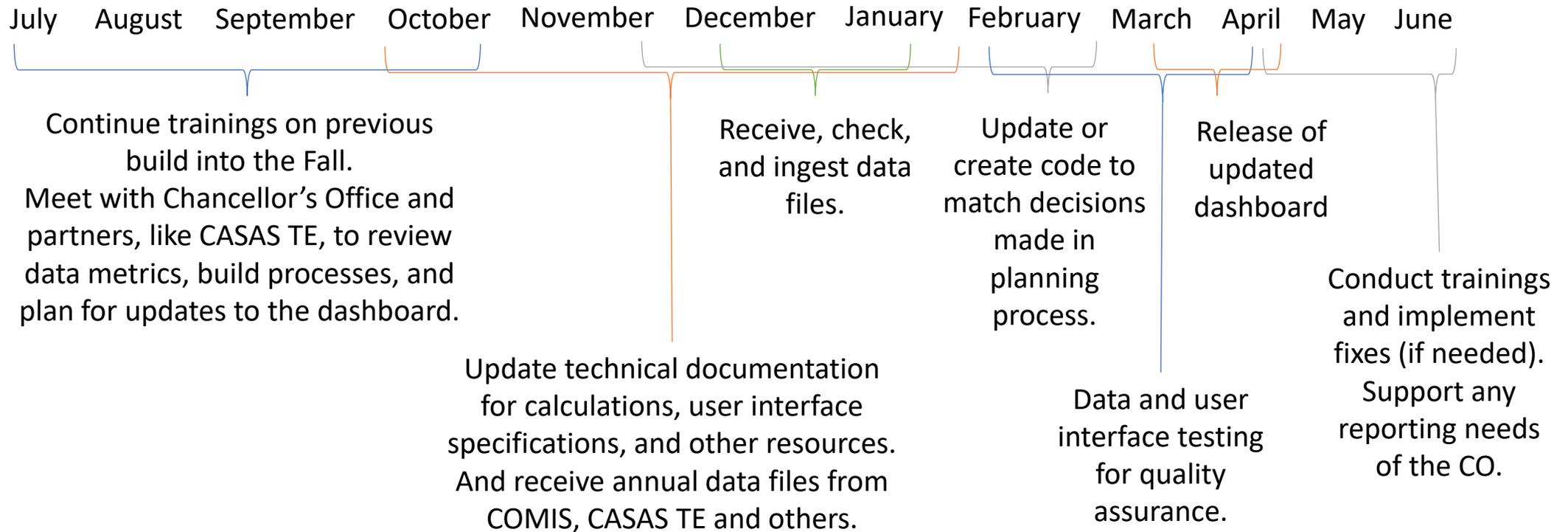
## Adult Education Pipeline

Comprehensive, multi-level data on student demographics, enrollment, outcomes, types of services received, and employment using new adult education data and accountability metrics.

[Explore](#)

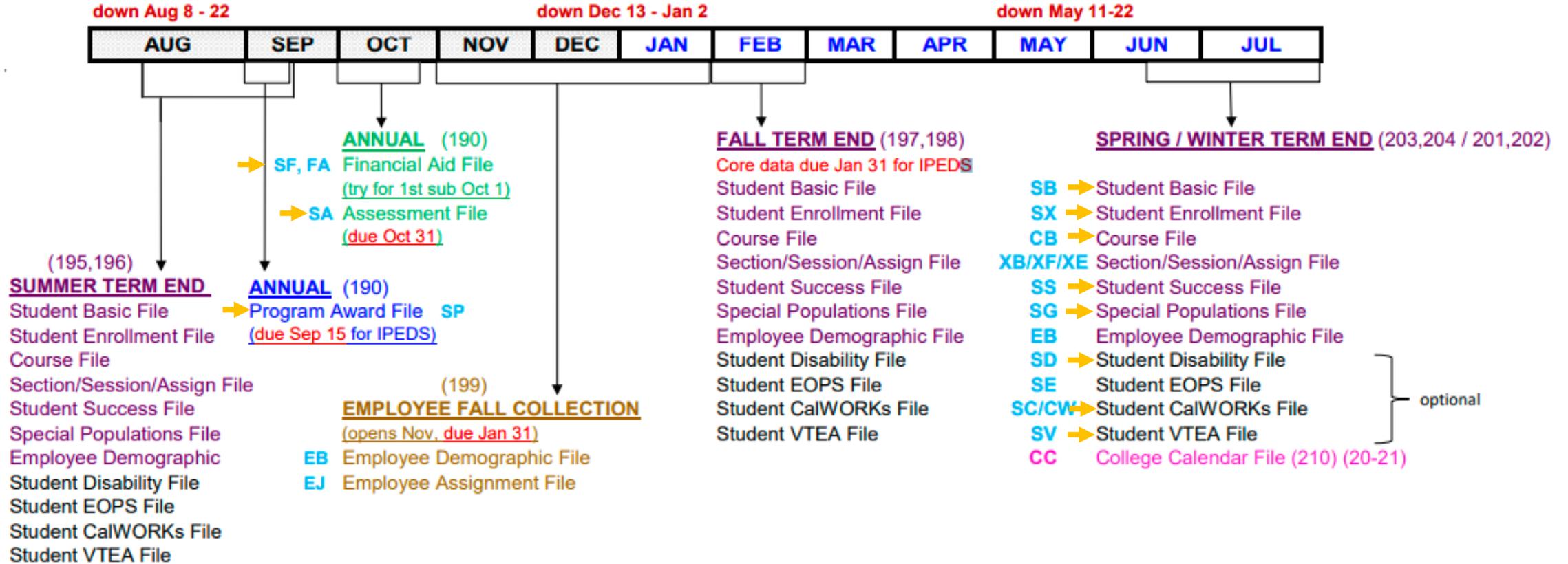
# AEP Build Timeline

*Key activities by month*

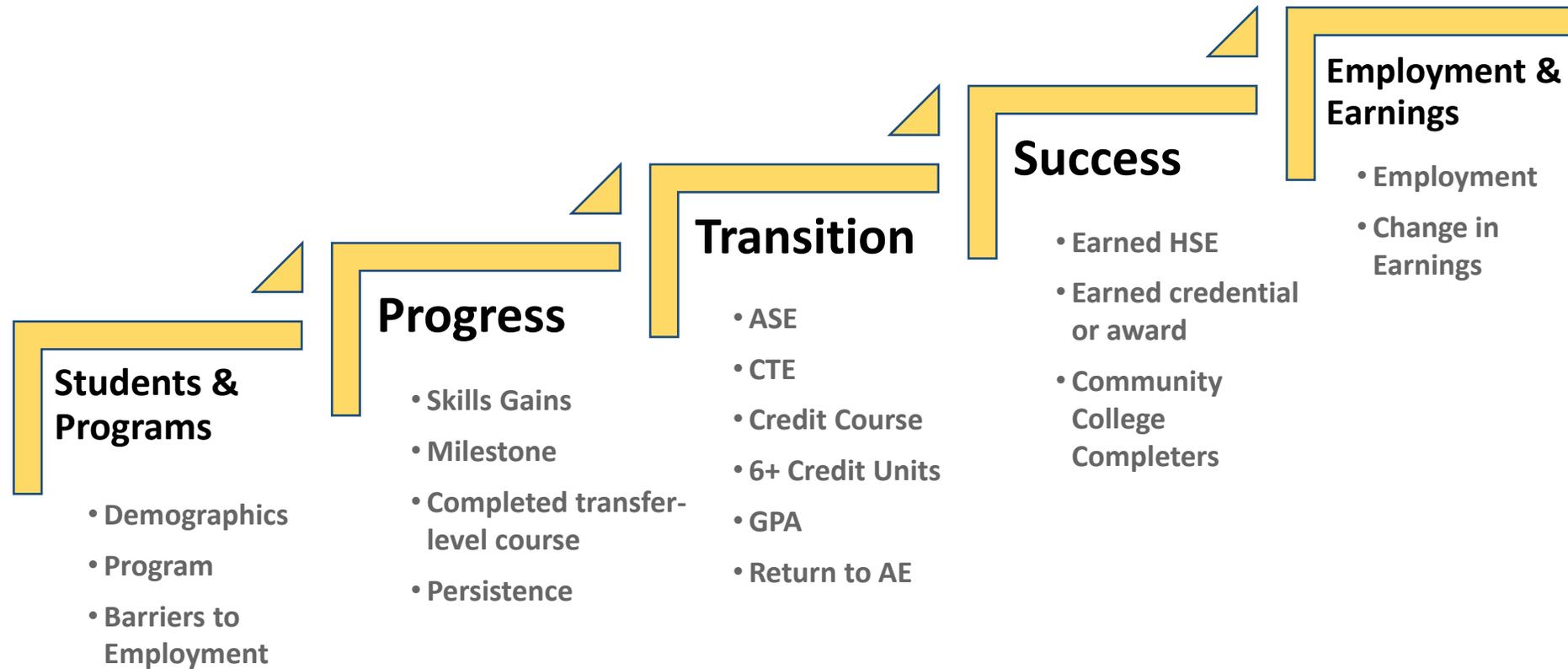


CALIFORNIA COMMUNITY COLLEGES  
MANAGEMENT INFORMATION SYSTEM

MIS DATA SUBMISSION TIMELINE 2019-20



# Learner Journey



(key student progress metrics)



# Learner Journey = Coding Journey



**Employment & Wages**  
N/A Still enrolled



**Success**  
Earned HSE  
Earned a Low-Unit Certificate



**Transition**  
Transition to Postsecondary



**Learner & Programs**

CTE (initially ASE)  
Male, 23, Hispanic, Employed  
Returning Student  
Barriers: Literacy, Low Income



**Progress**

Completed Workforce Prep Milestone  
Completed EFL (CB21 Math Course)  
Student Persistence



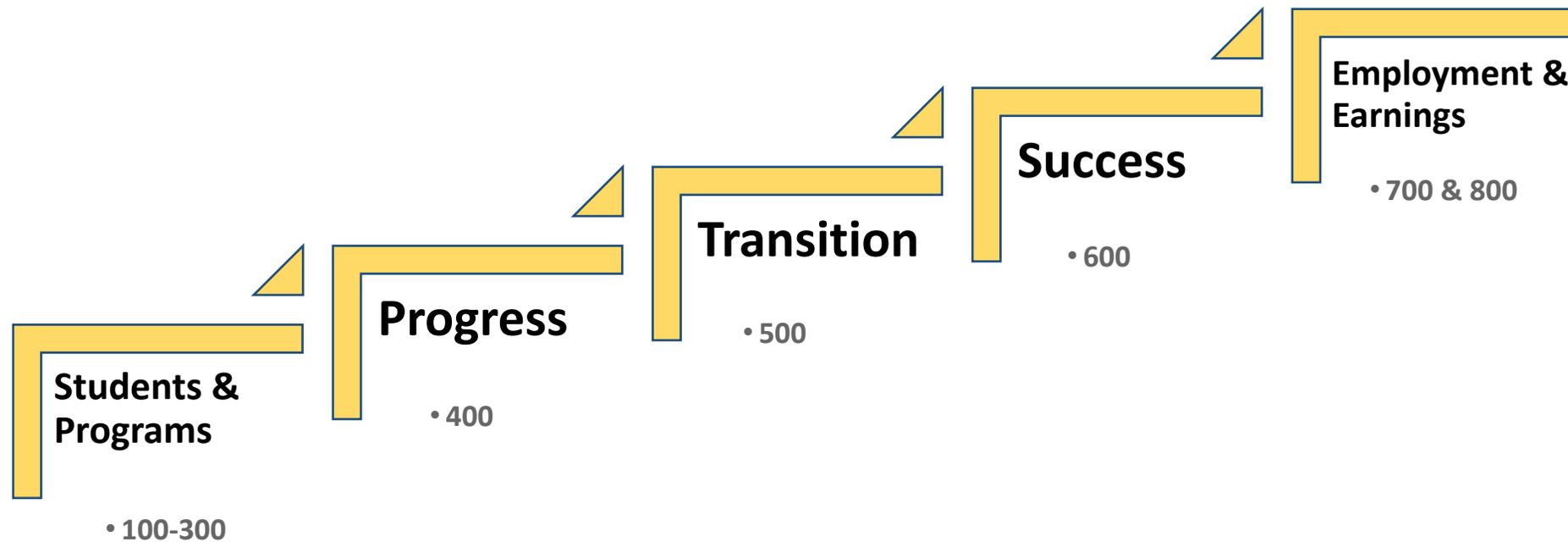
# Metrics Definition Dictionary (MDD)



What's in the MDD	
Section	Topics
<b>Data Definitions</b>	<ul style="list-style-type: none"> <li>• Data points</li> <li>• Institutions</li> <li>• Displays (e.g., Disaggregation, Drilldown, Comparisons)</li> <li>• Limitations or Caveats</li> </ul>
<b>Key or Source Documents</b>	<ul style="list-style-type: none"> <li>• Agency Crosswalk (Region, District, Consortia, Institution, Agency Code)</li> <li>• Living Wage</li> </ul>
<b>All Metrics</b>	<ul style="list-style-type: none"> <li>• Definitions</li> <li>• Related metrics               <ul style="list-style-type: none"> <li>• <i>COMIS</i></li> <li>• <i>CASAS TOPSpro Enterprise</i></li> </ul> </li> <li>• Calculations</li> <li>• Notes</li> </ul>

# Metric Naming Conventions

AE 200 *[metric ID]* for total Reportable Individuals *[label]*



\* Labels may include F (First Time) or R (Returning) Student



# AE 100 Participants in English as a Second Language (ESL)

*[Metric ID] [Label]*

<b>Description</b>	Among all Participants (AE 202), the number of Participants in programs that provide instruction in the English language to adult, non-native English speakers with varied academic, vocational, citizenship, and personal goals.
<b>Student type</b>	Adult education/ESL
<b>Display</b>	Snapshot
<b>Data Sources</b>	CASAS TOPSpro Enterprise Chancellor's Office Management Information System

<p><b>TOPSpro Data Source Elements</b></p>	<p>CurrentAge (Calculated)          TotalPYHours          IsAEBGProgramAreaESL          ProgramYear</p>
<p><b>TOPSpro Calculations</b></p>	<p>AE 202 Students who met all of the following criteria:</p> <ul style="list-style-type: none"> <li>• <b>An adult education student age 16+</b></li> </ul> <p>WHERE CurrentAge ≥ 16</p> <ul style="list-style-type: none"> <li>• <b>AND with 12 or more hours across all program areas</b></li> </ul> <p>AND TotalPYHours ≥ 12 across program year</p> <ul style="list-style-type: none"> <li>• <b>In the selected year</b></li> </ul> <p>AND ProgramYear is within the selected year</p> <ul style="list-style-type: none"> <li>• <b>Who Enrolled in an ESL (or ELL) program area</b></li> </ul> <p>WHERE IsAEBGProgramAreaESL = 1</p> <ul style="list-style-type: none"> <li>• <b>In the selected year</b></li> </ul> <p>AND ProgramYear is within the selected year</p>

Calculation for 'Participant'

## COMIS DATA SOURCE ELEMENTS

[CB03 Course-TOP-Code](#)  
[CB04 Course-Credit-Status](#)  
[CB22 Course-Noncredit-Category](#)  
[GI03 Term-Identifier](#)  
[SB00 Student-Identifier](#)  
[STD1 Student-Age-at-Term](#)  
[SX05 Enrollment-Positive-Attendance-Hours](#)

## COMIS Calculations

AE 202 Students who met all of the following criteria:

- **An adult education student age 16+**

WHERE SB00 has the following:  $\text{MIN}(\text{STD1}) \geq 16$

- **With a valid noncredit enrollment**

AND [CB04 = N AND  
SUM (SX05)  $\geq 12$  across all colleges]

- **In the selected year**

AND GI03 is within the selected year

- **Who enrolled in noncredit ESL**

WHERE CB04 = N AND  
[CB22 IN (A, B) OR  
CB03 IN (4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00)]

- **In the selected year**

AND GI03 is within the selected year

Calculation for  
'Participant'

<b>Denominator</b>	<a href="#">AE 202</a> Total Participants <i>[Numerator count that meet criteria]</i>
<b>Value Type</b>	Percentage and Distinct count of Participants in ESL
<b>Drilldowns</b>	Disaggregations: Gender, Race/Ethnicity, Age Group AE Program Type: None AE Student Type: All (Enrolled), First-Time, Returning or Continuing
<b>SSM Alignment for COMIS</b>	Aligned to SSM 2.0 except for the universe of students included. Please refer to the STUDENT TYPES section in the preamble of the MDD for more information

**Notes**

Count of all adult ed ESL Participants with a valid enrollment during the selected year.

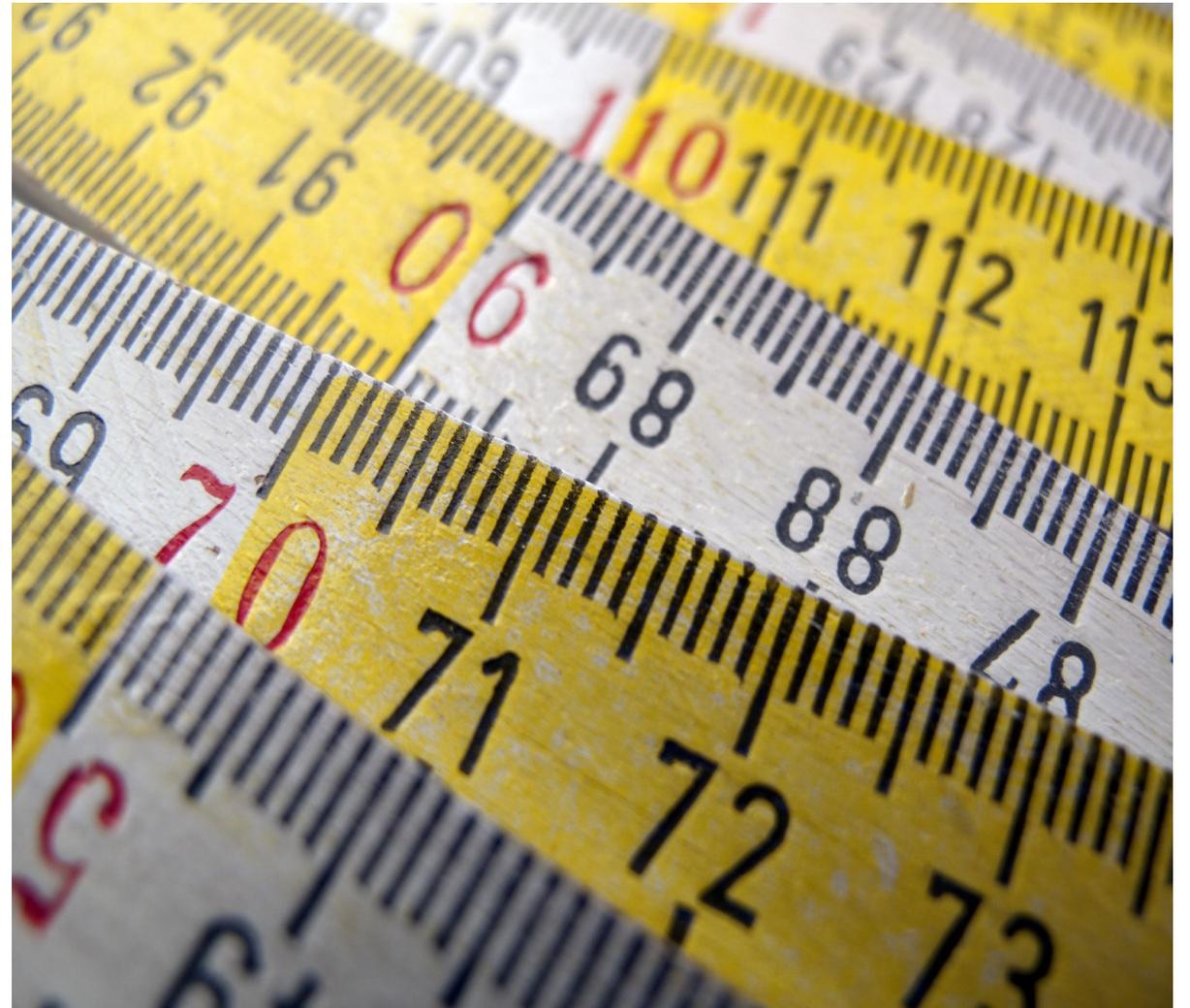
- In K12 adult school, Participants in ESL are adults who were marked as enrolling in an English as a Second Language (including Vocational ESL) program and have 12 or more instructional contact hours in any combination of AEBG programs (see AE 202).
- In community colleges, Participants in ESL are adults who enrolled in one or more **noncredit** ESL or English Language Citizenship or Vocational ESL courses and have a valid enrollment.

# Data Collection & Entry Plan

## 3 Rs: Roles, Responsibilities, Routine

- Who
  - Collect
  - Enter
  - Review
  - Submit
- When
  - Data collected (identify key times)
  - Data deadlines
  - Data review
  - Data submission
- Process
  - Paper & pencil, entry into software
  - Records provided to data manager

# Key Metrics



# Reportable Individual

## Criteria:

16+ years old and either

1. Had 1 hr of enrollment in adult education or noncredit

OR

2. Received services regardless of enrollment

## CASAS TE:

1. Student flagged as being enrolled in a program
2. Student flagged as receiving Career, Support, Training, Transition, or Vocational Rehabilitation Services

## COMIS:

1. Student enrolled in a noncredit course ([CB04 Course-Credit-Status](#))
  - a) With 1+ hrs ([SX05 Enrollment-Positive-Attendance-Hours](#))
  - b) Excluding Tutoring or Supervised Study Skills courses (TOP codes: 4930.09 & 4930.15)
  - c) Include students flagged as having a disability ([SD01 Student-Primary-Disability](#))
  - d) Include pre-apprenticeship students ([SB23 Student-Apprenticeship-Status](#))
2. Student received noncredit services
  - a) [SS Student Success Data Record](#) File – SS16 through SS20

# Participants

## Criteria:

### Reportable Individuals who

1. Had 12 hrs of instruction in adult education of noncredit in 1 or more CA adult education program
  - a) ESL, ABE, ASE, CTE, Adults with Disabilities, Adults Supporting K12 Success

## CASAS TE:

1. Student flagged as being enrolled in one of the CAEP program areas
  - a) Student had 12+ hours across all programs

## COMIS:

1. Student enrolled in a noncredit courses ([CB04 Course-Credit-Status](#)) in one of the CAEP program areas
  - a) 12+ positive attendance hours ([SX05 Enrollment-Positive-Attendance-Hours](#)) across CAEP programs
  - b) ESL: [CB22 Course-Noncredit-Category](#) in A or B or TOP codes ([CB03](#)) 4930.84, 4930.85, 4930.86, 4930.87, 4930.90, 4931.00
  - c) ABE: [CB21 Course-Prior-to-College-Level](#) in D through H TOP codes ([CB03](#)) 4930.60
  - d) ASE: [CB21 Course-Prior-to-College-Level](#) in A through C TOP codes ([CB03](#)) 4930.62
  - e) CTE : [CB22](#) in J, TOP codes ([CB03](#)) flagged as vocational, or SAM codes ([CB09](#)) in A, B, C
  - f) AwD: [CB22](#) in E
  - g) K12 Success: [CB22](#) in F and TOP codes ([CB03](#)) 1305.20, 1305.50, 1305.60, 1305.70, 1308.00

Note: Spring 2020 treatment to offset SX05 inconsistencies due to COVID

# Educational Functioning Level Gain

## Criteria:

Participants who were

1. Enrolled in ESL, ABE, or ASE programs
  2. Completed an EFL Level by
    - a) Pre-test vs Post-test
- OR
- a) Course progression in the same program area

## CASAS TE:

1. Student flagged as being a participant and enrolled in an ESL, ABE, or ASE program
2. Student flagged as completing a level

## COMIS:

1. Student flagged as being a participant and enrolled in an ESL, ABE, or ASE program
2. Student completed an EFL level by
  - a) Improvement assessed using federally approved instruments ([SA07 Student-Education-Function-Level](#))
  - b) Course advancement in the same discipline area ([CB21 Course-Prior-to-College-Level](#) and [CB03 Course-TOP-Code](#))

**Note: New adult education COMIS data elements – change to SA07**

# Transition to Postsecondary

## Criteria:

Participants who were

1. Enrolled in ESL, ABE, or ASE programs
2. Transitioned to Postsecondary by
  - a) Enrolling in a CTE courseOR
  - a) Enrolling in a non-developmental credit college course
3. For the first time

## CASAS TE:

1. Student flagged as being a participant and enrolled in an ESL, ABE, or ASE program
2. Student flagged as having a transition to postsecondary or enrolled in a CTE program
3. For the first time

## COMIS:

1. Student flagged as being a participant and enrolled in an ESL, ABE, or ASE program
2. Student
  - a) Enrolled in a CTE course ([CB03 Course-TOP-Code](#) flagged as vocational)
  - b) Has a pre-apprenticeship status ([SB23 Student-Apprenticeship-Status = 2](#))OR
  - c) Enrolled in a credit course ([CB04 Course-Credit-Status](#) in C or D)
3. For the first time

# Barriers to Employment

## If Ever Flagged

- Cultural Barriers
- English Language
- Ex-Offender
- Foster Youth
- Low Income
- Low Literacy

## Flagged In Selected Year

- Displaced Homemaker
- Homeless
- Long Term Unemployed
- Migrant Farmworker
- Seasonal Farmworker
- Exhausting TANF Within Two Years
- Single Parent

# New Metrics

## **TRANSITIONS**

Two new metrics have been created that split Transition to Postsecondary into

- Transition to Career Technical Education (CTE)
- Transition to Non-Developmental Credit College Courses

## **TOP FIVE INSTITUTIONS CHARTS**

New charts will be available in the Transition, Completion, and Employment sections in AEP 4.0 that will display the top five performing institutions at the statewide and regional level for the corresponding metrics. The metrics that will have a Top Five chart include:

- ESL, ABE and ASE Participants Who Transition to Postsecondary
- Participants Earning a Diploma, GED, or High School Equivalency
- Participants Who Completed a Postsecondary Credential
- Participants Earning a Postsecondary Noncredit CTE Certificate
- Employment Four Quarters After Exit
- Change in Earnings
- Annual Earnings Compared to the Living Wage

# New COMIS Elements

# AA Adult Education Assessment Data Reporting

The AA Adult Education Assessment file is a new annual file

- Adult education assessments occurring in the previous academic year
- Reported each October for.
- The file will contain one record for each distinct combination of college, student, placement type, assessment date, and assessment result.
- SA07 Removed (EFL Gains) → Replaced with AA02
- Implemented dedicated Adult Ed files that align and simplify the system.

# New File Added AA02

- **AA02 replaces SA07**
- EFL Gains
  - Levels (1-6)
  - **Discipline (E, M, S)**
- **H1 Added** = Noncredit High School Equivalency Exam (GED, TASC, HiSet)

DED#	DATA ELEMENT NAME	FORMAT
<b>AA02</b>	<b>ASSESSMENT-RESULT</b>	<b>X(2)</b>
This element indicates the result of the assessment.		

Coding	Meaning
H1	Noncredit High School Equivalency Exam
E1	Beginning Literacy in English or Reading
E2	Beginning Basic Education in English or Reading
E3	Low Intermediate Education in English or Reading
E4	High Intermediate Education in English or Reading
E5	Low Adult Secondary Education in English or Reading
E6	High Adult Secondary Education in English or Reading
M1	Beginning Literacy in Math
M2	Beginning Basic Education in Math
M3	Low Intermediate Education in Math
M4	High Intermediate Education in Math
M5	Low Adult Secondary Education in Math
M6	High Adult Secondary Education in Math
S1	Beginning English as a Second Language Literacy
S2	Low Beginning English as a Second Language
S3	High Beginning English as a Second Language
S4	Low Intermediate English as a Second Language
S5	High Intermediate English as a Second Language
S6	Advanced English as a Second Language

# SP02 Amended

- SP Student Program Award Data Reporting An existing element has been amended
  - SP02 STUDENT-PROGRAM-AWARD has been amended
  - **ADDED: "U" Noncredit Adult Education High School Diploma**

<b><i>NONCREDIT AWARDS</i></b>	
G	Noncredit award requiring fewer than 48 hours of direct instruction or directly supervised activity
H	Noncredit award requiring from 48 to fewer than 96 hours of direct instruction or directly supervised activity
I	Noncredit award requiring from 96 to fewer than 144 hours of direct instruction or directly supervised activity
J	Noncredit award requiring from 144 to fewer than 192 hours of direct instruction or directly supervised activity
K	Noncredit award requiring from 192 to fewer than 288 hours of direct instruction or directly supervised activity
P	Noncredit award requiring from 288 to fewer than 480 hours of direct instruction or directly supervised activity
Q	Noncredit award requiring from 480 to fewer than 960 hours of direct instruction or directly supervised activity
R	Noncredit award requiring 960 hours or more of direct instruction or directly supervised activity
U	Noncredit Adult Education High School Diploma

# COVID-19 Updates

## Spring 2020 Treatment

**AE 200 Reportable Individuals:** Any non-credit enrollment in non-credit courses in the spring 2020 term except for courses on Tutoring and Supervised Study Skills TOP codes (493009, 493014) will be counted to qualify students as a participant (students who do not reach the threshold of 1 contact hour in non-credit courses except for courses on Tutoring and Supervised Study Skills TOP codes in 2019-20)

**AE 202 Participants:** Any non-credit enrollment in courses in one of the six major AE program areas in the spring 2020 term will be counted to qualify students as a participant (for students who do not reach the threshold of 12 contact hours in AE program areas 2019-10 by summing SX05 values)

# Export Feature

C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	
academic	metricID	title	descriptio	source	categoryI	categoryL	programN	studentTy	disagg	subgroup	value	denom	perc	dataType	missingFl	ferpaFlag	
2019	AE_200	Total Rep	The undu	CASAS TOP	Spro	Enterprise,	Ch	All	All	Overall	Overall	8184		Number	0	0	
2019	AE_200	Total Rep	The undu	CASAS TOP	Spro	Enterprise,	Ch	All	First Time	Overall	Overall	4281	8184	0.523094	Number	0	0
2019	AE_200	Total Rep	The undu	CASAS TOP	Spro	Enterprise,	Ch	All	Returning	Overall	Overall	3173	8184	0.387708	Number	0	0
2019	AE_202	Students	Among all	CASAS TOP	Spro	Enterprise,	Ch	All	All	Overall	Overall	5906	8184	0.721652	Number	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	All	All	Overall	Overall	2390	5412	0.441611	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	All	First Time	Overall	Overall	1384	2390	0.57908	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	All	Returning	Overall	Overall	1006	2390	0.420921	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	ABE	All	Overall	Overall	138	312	0.442308	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	ABE	First Time	Overall	Overall	80	138	0.57971	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	ABE	Returning	Overall	Overall	58	138	0.42029	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	ASE	All	Overall	Overall	316	826	0.382567	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	ASE	First Time	Overall	Overall	188	316	0.594937	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	ASE	Returning	Overall	Overall	128	316	0.405063	Percent	0	0
2019	AE_401	Complete	Among all	CASAS TOP	Spro	Enterprise,	Ch	ESL	All	Overall	Overall	2187	4766	0.458875	Percent	0	0

# Coding Guide



# Q & A



# Upcoming Webinars

## CAEP Webinars

- April 27, 12:00 PM: Get Ready for AEP 2021: New Features & Updates to the Adult Education Pipeline Dashboard
- April 30, 12:00 PM: Understanding & Using the Adult Education Pipeline (AEP) Dashboard for Continuous Improvement
- May 5, 1:00 PM: Three-year Consortium Planning Using the AEP Dashboard (*NOTE: 90 minutes*)
- May 12, 1:00 PM: Why Do My Data Reports Look Different: AEP Dashboard & CASAS TopsPro Enterprise
- May 19, 1:00 PM: What's it all About: CB 21, NRS Educational Functioning Levels, & Curriculum Alignment

## Other Presentations

- **CCAIE:** April 22, 1:00 PM: Using Educational & Economic Data to Build Strong Career Pathways
- **CCAIE:** April 22, 2:00 PM: Understanding & Using the Data on the Adult Education Pipeline 4.0



Thank you!



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