2022 Baccalaureate Program Review

Wednesday, March 3, 2022, 3:00 p.m. EDT

FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org

Webinar Logistics

We ask that you keep yourself muted for the duration of the webinar to minimize background noise.

Materials from today's webinar will be emailed along with a recording of the webinar.

How to submit questions:
    To submit questions during the webinar, please utilize the Chat function. During the Q&A portion of the webinar, questions will be addressed.

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Agenda

- Accessing Teams Site

- Navigating Teams Site

- 2022 Updates

- Tips from the Reviewers

Accessing Teams Site

Step 1: Each new user will receive an email from Microsoft Teams with a notification that they have been added as a guest to FLDOE to Microsoft Teams. The user should select "Open Microsoft Teams" from the email invitation.

Step 2: The user may be prompted to review permissions prior to being granted entry into the Teams site. The user must accept these permissions.

Review permissions

F **FLDOE** FloridaDOE.onmicrosoft.com

This resource is not shared by Microsoft.

The organization FLDOE would like to:

∨ Sign you in
∨ Read your name, email address, and photo

You should only accept if you trust FLDOE. By accepting, you allow this organization to access and process your data to create, control, and administer an account according to their policies. **FLDOE has not provided a link to their privacy statement for you to review.** FLDOE may log information about your access. You can remove these permissions at https://myapps.microsoft.com/FloridaDOE.onmicrosoft.com

Cancel   Accept

Step 3: To view the Teams site, the user must select "Open Microsoft Teams."

Open Microsoft Teams?

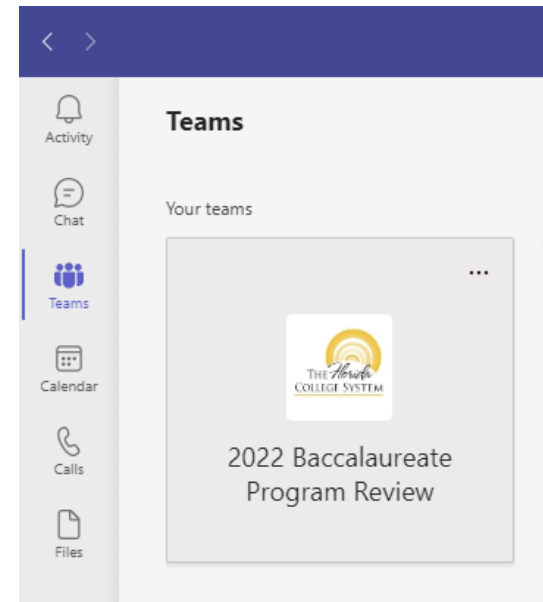https://teams.microsoft.com wants to open this application.

☐ Always allow teams.microsoft.com to open links of this type in the associated app
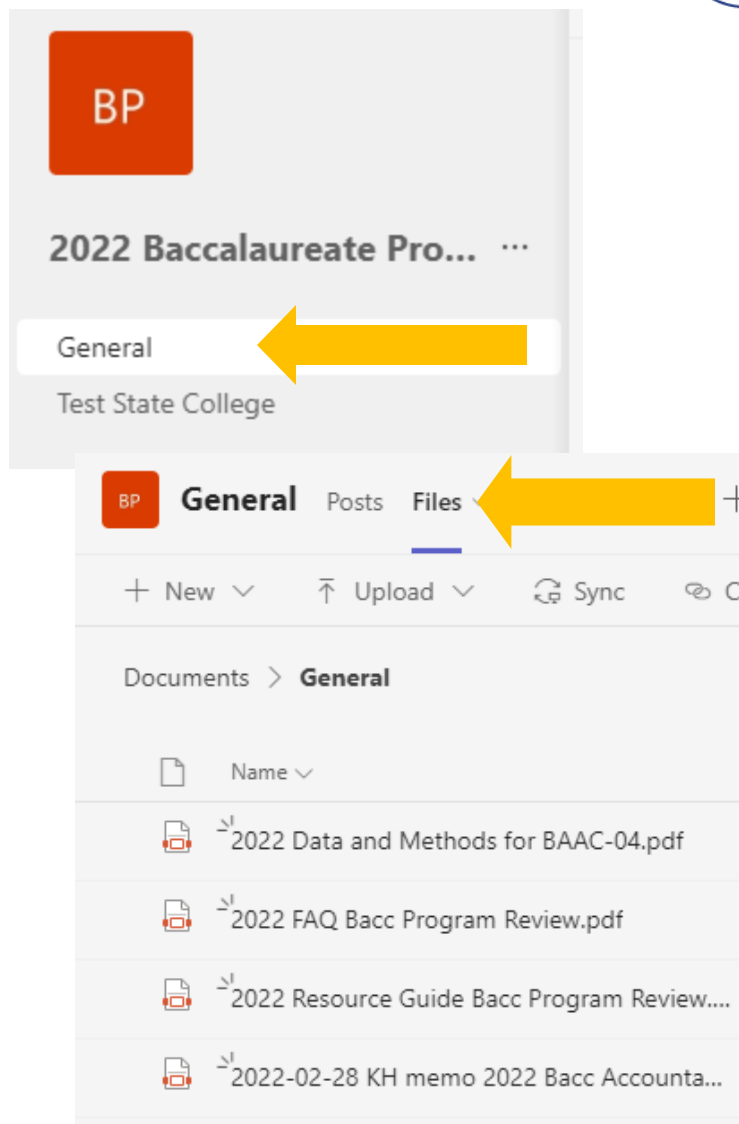
Open Microsoft Teams | Cancel

Step 4: From the Teams app, the user should now see "2022 Baccalaureate Program Review" as one of their Teams. Note: depending on your settings (list, compact, or tiles), the view may look different; the example below is shown in grid view.

Activity

Chat

Teams

Calendar

Calls

Files

Teams

Your teams

THE Florida COLLEGE SYSTEM

2022 Baccalaureate Program Review
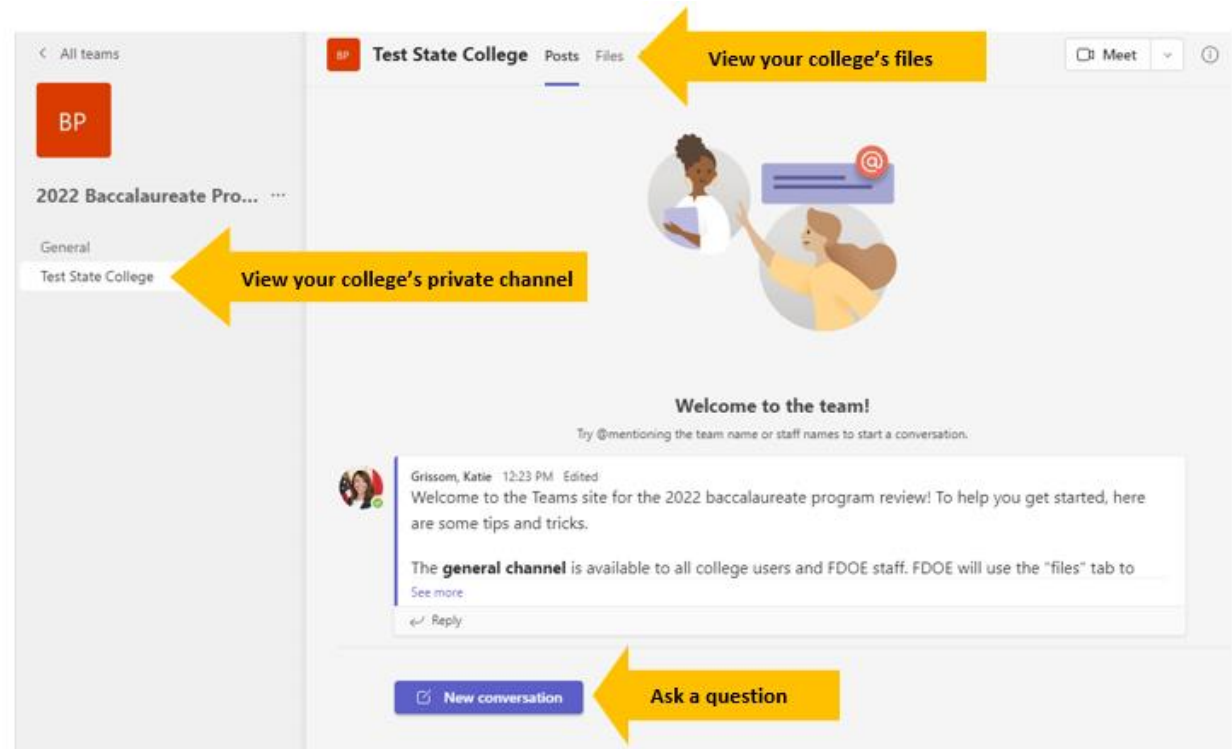
Navigating Teams Site

General Channel

The general channel is available to <u>all</u> college users and FLDOE staff. FLDOE will monitor the "posts" page if users wish to post questions that all colleges may view (e.g., general questions that apply to all institutions). FLDOE will use this general channel to provide resources for all institutions, summarized below.
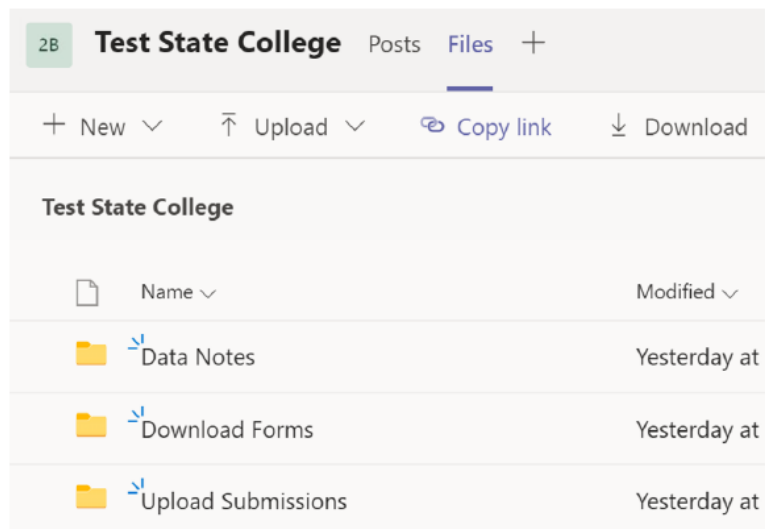
Files Folder

- 2022-02-28 KH Memo 2022 Bacc Accountability
    - Chancellor memo outlining the request for colleges to complete the accountability reports.
- 2022 Resource Guide Bacc Program Review
    - Resource guide that provides step-by-step overview of the logistics for the 2022 reporting cycle.
- 2022 Data and Methods for BAAC-04
    - Narrative summary of data and methodology.
- 2022 FAQs Bacc Program Review
    - Listing of Frequently Asked Questions with FLDOE answers. Updated periodically.
- Statewide Averages for Quality Indicators
    - Compilation of statewide averages of retention and completion rates, and cont. ed./job placement rates, and starting salary.

College Channel

The private college channel is only available to CAOs and baccalaureate liaisons and their designees, and is monitored by FLDOE staff. CAOs and baccalaureate liaisons may designate additional users by emailing FCSBacc_report@fldoe.org. FLDOE staff will actively monitor the "posts" section if colleges wish to ask questions or seek clarification specific to their college. The college's primary interaction will be with the "Files" tab.
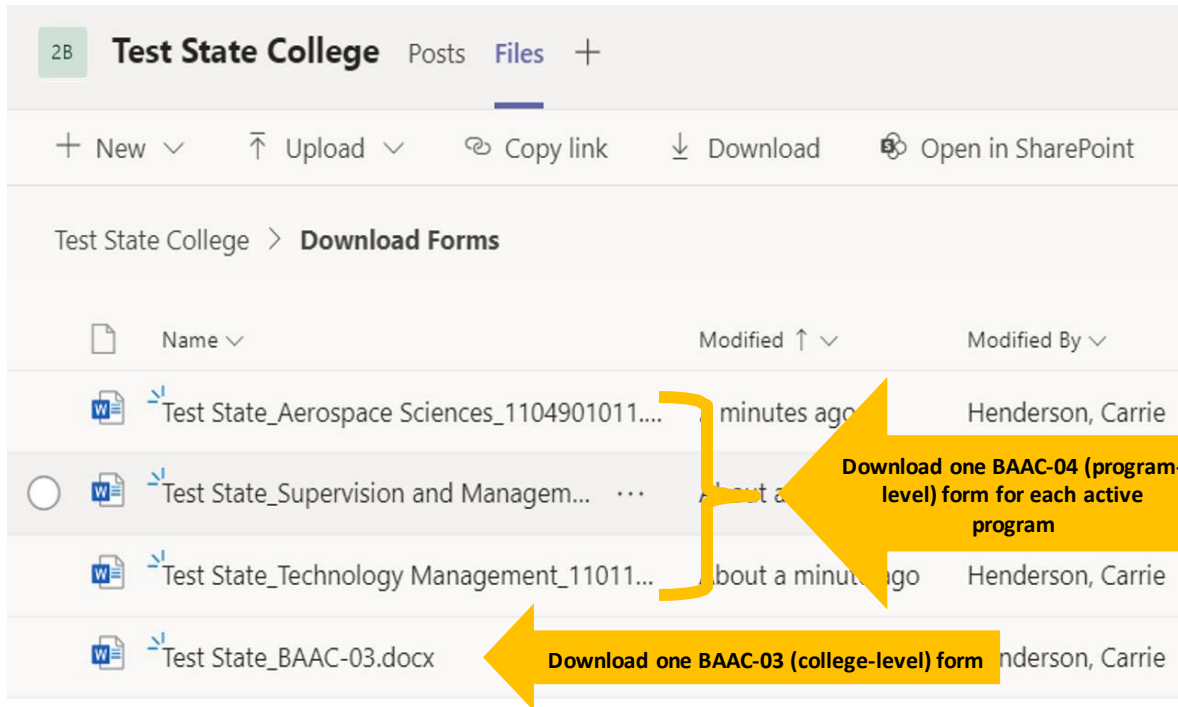
The "Files" tab contains three important folders that colleges should review carefully.

Data Notes Folder
- CollegeSpecific_2022 Program Review Results (XLSX)
  - o Workbook of each college's results for all active baccalaureate programs. These data were used to pre-populate the Word docs available in the "Download Forms" folder.
- CollegeSpecific_FDOE Data for Bacc Program Review-2022 (XLSX)
  - o Workbook providing data on:
    - Enrollments and completions
    - Retention rates
    - Completion rates
    - Employment outcomes
- DEO Data for Bacc Program Review – Statewide, Workforce Region, College Regions (2021-2029) (XLSX)
  - Workbook containing occupational data used for the market demand analysis, available statewide or by workforce or college region.
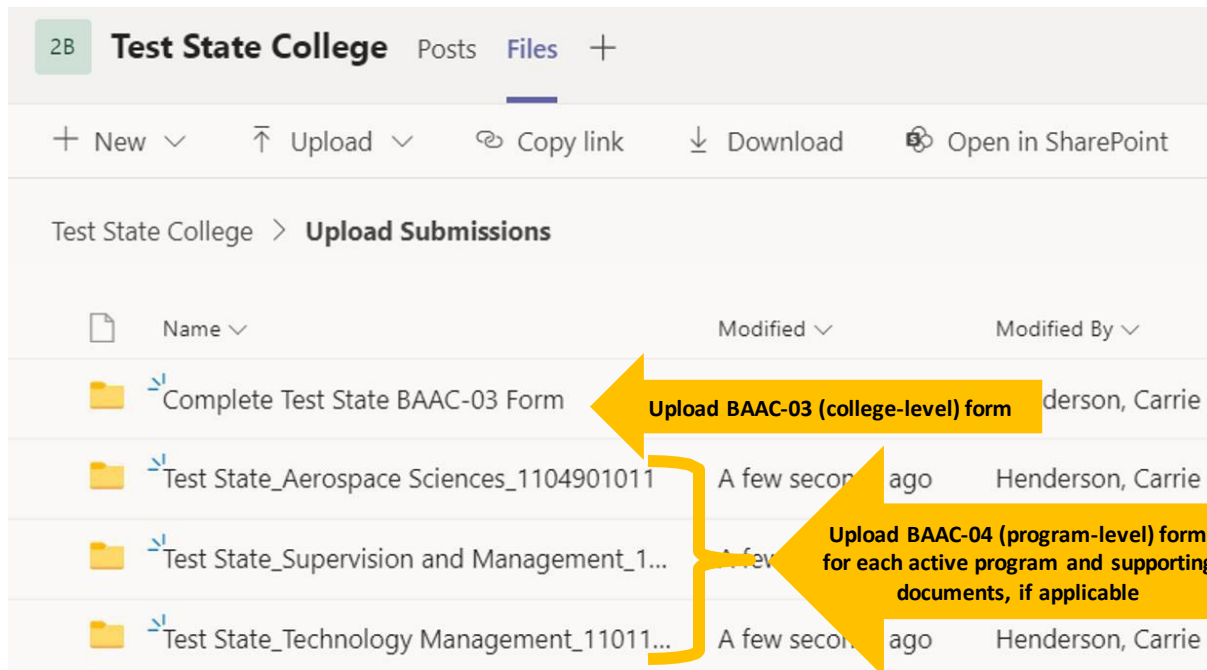
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Downloading Form Templates

From the college's Teams channel, the user should navigate to "Files" then "Download Forms". As a reminder, there should be:

- One BAAC-03 (college-level) form.
- One BAAC-04 (program-level) form <u>for each active program.</u>

The user should first check if there are the correct number of forms.

The college should then begin its internal process of completing all the required forms.

2B **Test State College** Posts **Files** +

+ New ⌄   ↑ Upload ⌄   🔗 Copy link   ↓ Download   🗗 Open in SharePoint

Test State College > **Download Forms**

	Name ⌄	Modified ↑ ⌄	Modified By ⌄
📄	Test State_Aerospace Sciences_1104901011....	minutes ago	Henderson, Carrie
○ 📄	Test State_Supervision and Managem... ···	bout a...	
📄	Test State_Technology Management_11011...	bout a minute ago	Henderson, Carrie
📄	Test State_BAAC-03.docx		nderson, Carrie

Download one BAAC-04 (program-level) form for each active program

Download one BAAC-03 (college-level) form

Uploading Form Templates

Once the college has completed all forms and is ready to submit them to the Division, the user should navigate to "Files" then "Upload Submissions".

Colleges may upload forms on a rolling basis, and they can make any changes to submissions up until the deadline of April 29, 2022 at 11:59p.m. EDT. After that time, the "Upload Submission" folder will be locked for college editing.

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Alternatives to Teams

- In some cases, individual users may have difficulties accessing the Teams site.

- Our initial attempt to resolve access issues is to remove and re-add users to the site. If that does not resolve issues, we refer to institutional IT departments.

- For those who cannot resolve access issues, staff will prepare a zip file that contains all the files and file structures from the Teams site.

- Once complete, institutions can email their forms to FCSBacc_report@fldoe.org.

2022 Updates

Completion Rate

- For the 2022 reports, the completion rate calculation was updated.

    - Previously, the methodology looked at a cohort of baccalaureate completers tracked backward, with the "start date" being the point where admissions records showed up in the admissions database (ADB). Because of data integrity issues, the department opted to change the "start date" to reflect the first term the student enrolled in an upper division A&P course in the Student Database (SDB). This generally captured more students.

- The "2022 Data and Methods for BAAC-04" document, located in the Teams site, provides specific business rules for completion cohorts and rate calculations (Appendix B).

BAAC-04 Form: Maintaining Qualified Faculty

- For the 2022 reports, methodology is provided for completing the "Maintaining Qualified Faculty" table.
    - Full-Time Faculty– Number of full-time faculty teaching at least one upper-division course in the specified year.
    - Full-Time Faculty with Terminal Degree– Number of full-time faculty with terminal degree teaching at least one upper-division course in the specified year.
    - Part-Time Faculty– Number of part-time faculty teaching at least one upper-division course in the specified year.
    - Part-Time Faculty with Terminal Degree– Number of part-time faculty with terminal degree teaching upper-division courses in the specified year.
    - Faculty Support: Lab Assistants, etc.– A count of faculty support for baccalaureate program in the specified year.

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Tips from the Reviewers

Reviewers' Criteria

- While reviewing each section of a program's BAAC-04 form, there are 4 main questions being considered:
    - Has the (<u>section topic</u>) changed over time or remained consistent?
    - If the total number of (<u>section topic</u>) has declined over time, does the narrative adequately explain the decrease?
    - Is the program showing improvement over time? This can be shown through an increase in quality indicator rates over time, as well as through the submitted narrative and/or supportive evidence
    - Did the college provide any additional proof to speak to the success of the program?

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Reviewers' Criteria

- How does the program perform compared to statewide averages?

- Statewide Averages – Retention and Completion

	Retention			Completion		
	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
Median	75.6%	75.0%	76.5%	81.0%	81.1%	81.7%
Mean	74.2%	74.4%	76.2%	78.3%	79.2%	80.4%

- Statewide Averages – Average Salary and Continuing Education/Placement

	Average Starting Salary			Cont Ed / Placement		
	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20
Median	$ 51,912	$ 54,834	$ 56,420	87.0%	85.0%	86.0%
Mean	$ 54,020	$ 56,190	$ 61,117	86.6%	85.4%	85.2%

Note: This information has been uploaded to the General Teams site under "Files".

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Supportive documentation/evidence:

- Survey responses from program graduates or employers in the college's service area

- Letter of support from a business in the college's service area

- Institutional program review that provides clear findings and modifications to increase retention/ graduation rates and/or employment rates

Unsupportive documentation/evidence:

- Meeting minutes that do not provide substantive information about the program's quality indicators, plans to increase these rates, or modifying program to enhance opportunities for students' educational and/or professional growth

- Documents that just state the learning outcomes for program courses

- Charts on retention/graduation rates without any accompanying information

Next Steps

Next Steps

- Familiarize yourself with the Teams site and review the resource guides.

- Ensure all applicable BAAC-04 forms are located in the "Download Forms" folder.

- Institutions must submit their completed BAAC-03 form and all applicable BAAC-04 forms by <u>Friday, April 29, 2022</u>.

- Please contact FCSBacc_report@fldoe.org with any questions.

Questions?