

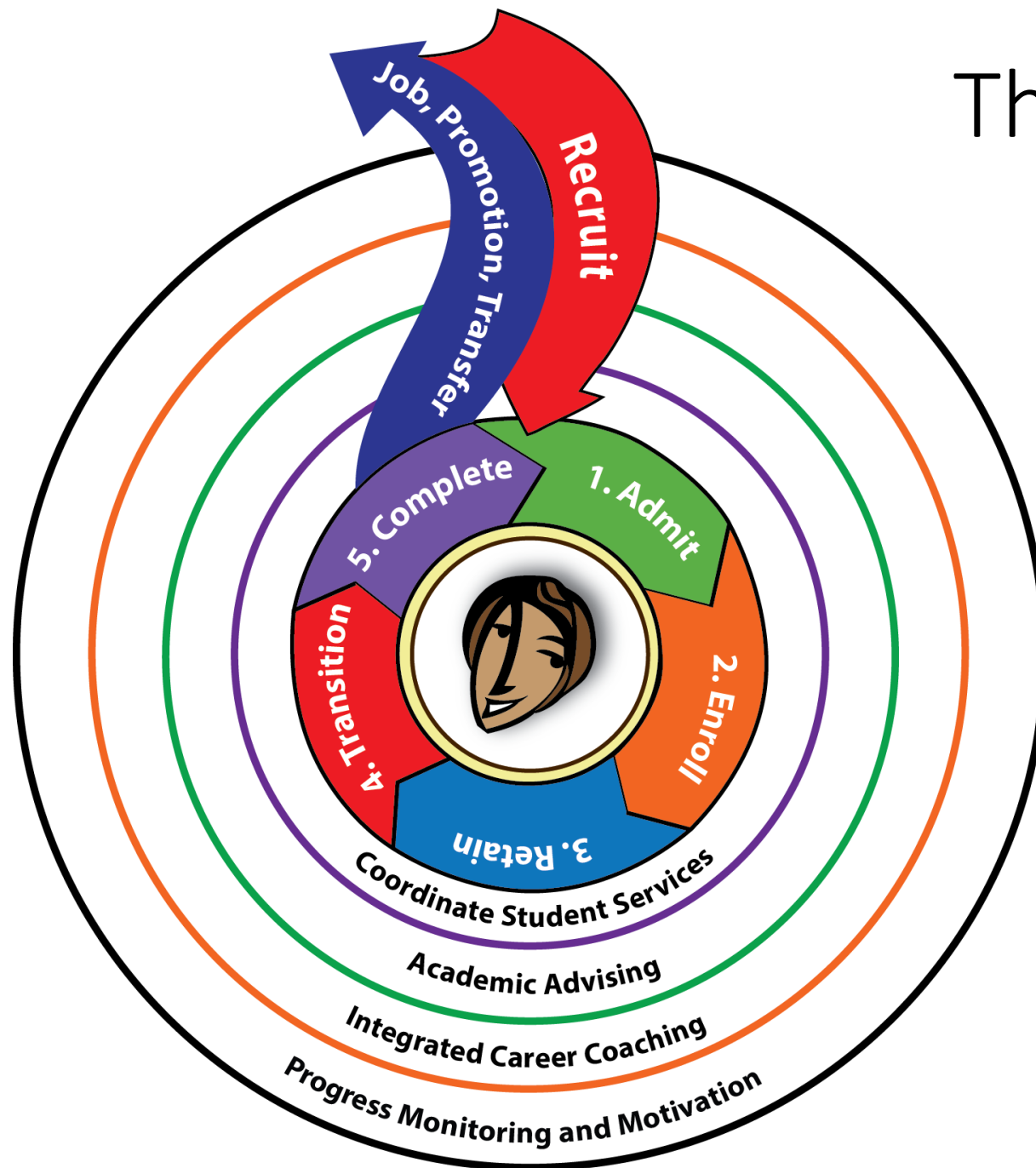
Supporting Students in CBE Programs

Jessica Stumpff

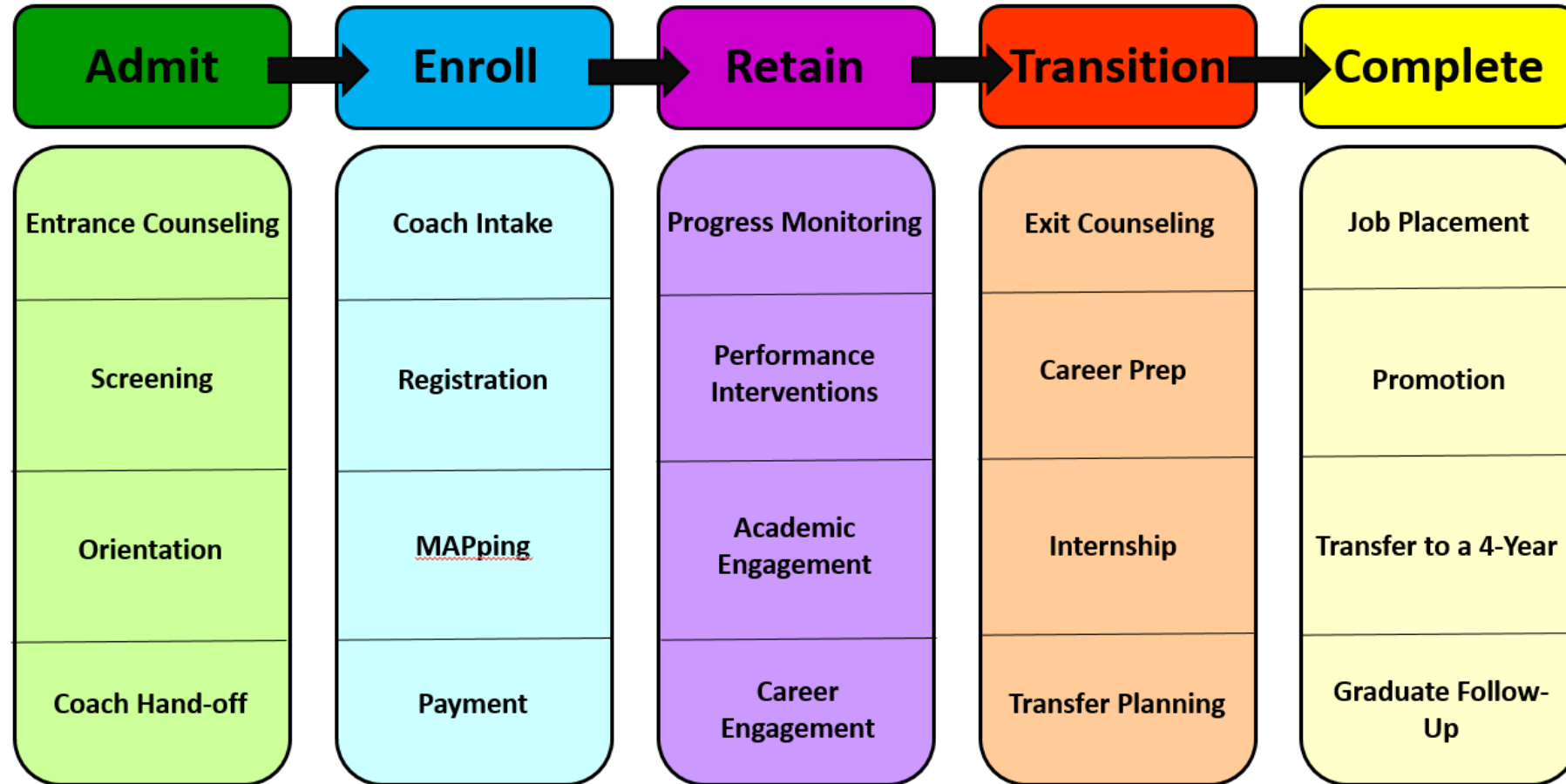
CBE Academic Coach/Program Coordinator

CBE Student Support Model:

The Big Picture



CBE Student Support Model: Learner Phases



Admit: CBE Orientation

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- Delivered online in Sinclair's LMS
- Non-credit requirement for enrollment in CBE courses
- Purpose: Screening and preparation
 - What is CBE?
 - Are CBE courses right for me?
 - Expectations in CBE courses
 - Intake info and remedial pathways

Enroll: Student Intake Information

- Collected from Orientation via quizzes, self-assessments, and guided activities
- Generated automatically upon completion and sent to CBE Academic Coach
- Stored in Caseload Management System (Student Success Plan, SSP)

CBE Student Intake Summary Report

Item	Value
Tartan ID	
Gender	Male
Race	White
Age	23
E-Mail	@my.sinclair.edu
Telephone	
OK To Contact?	Y
Academic Coach	
Active Program	ESUP.S.AS
Developmental Math Required	No
Developmental Writing Required	Not Assessed
College-Level Math Course Completed	Yes
College-Level English Course Completed	No
CBE Course(s) Registered For	CIS-2212-803 17/FA (Start Date: 09/18/2017)
CBE Orientation Completion Date	09/15/2017
Are CBE Courses Right For Me Quiz Score	100.0%
Previous Online Courses	3 - 5
Previous Education	None
PLA Interest	Not interested or inapplicable
Education/Career Goals	To obtain a credential or credits for transfer to another college/university
Intended Occupation	AI Researcher or Machine Learning Engineer
Career Development Phase	Phase III: Gaining Knowledge and Experience
Current Employment	Not employed
Payment Method	Financial Aid
Veteran Status	Not a Veteran
Reason For CBE	Wanted to complete faster
CBE Referral Source	Sinclair Schedule Planner tool
Vision Statement	In the future I want a job that is interesting, exciting, challenging, and fulfilling. I want a career where I'm surrounded by colleagues with an insatiable drive to succeed and a passion to develop cutting edge solutions to some of the world's most widespread issues. I believe that the role of AI researcher and developer would fulfill all of these points and allow me a steady, future-proof job with financial stability and the freedom to pursue my passions both in and outside of my place of employment.

Retain: Progress Monitoring and Interventions

Caseload Summary Report

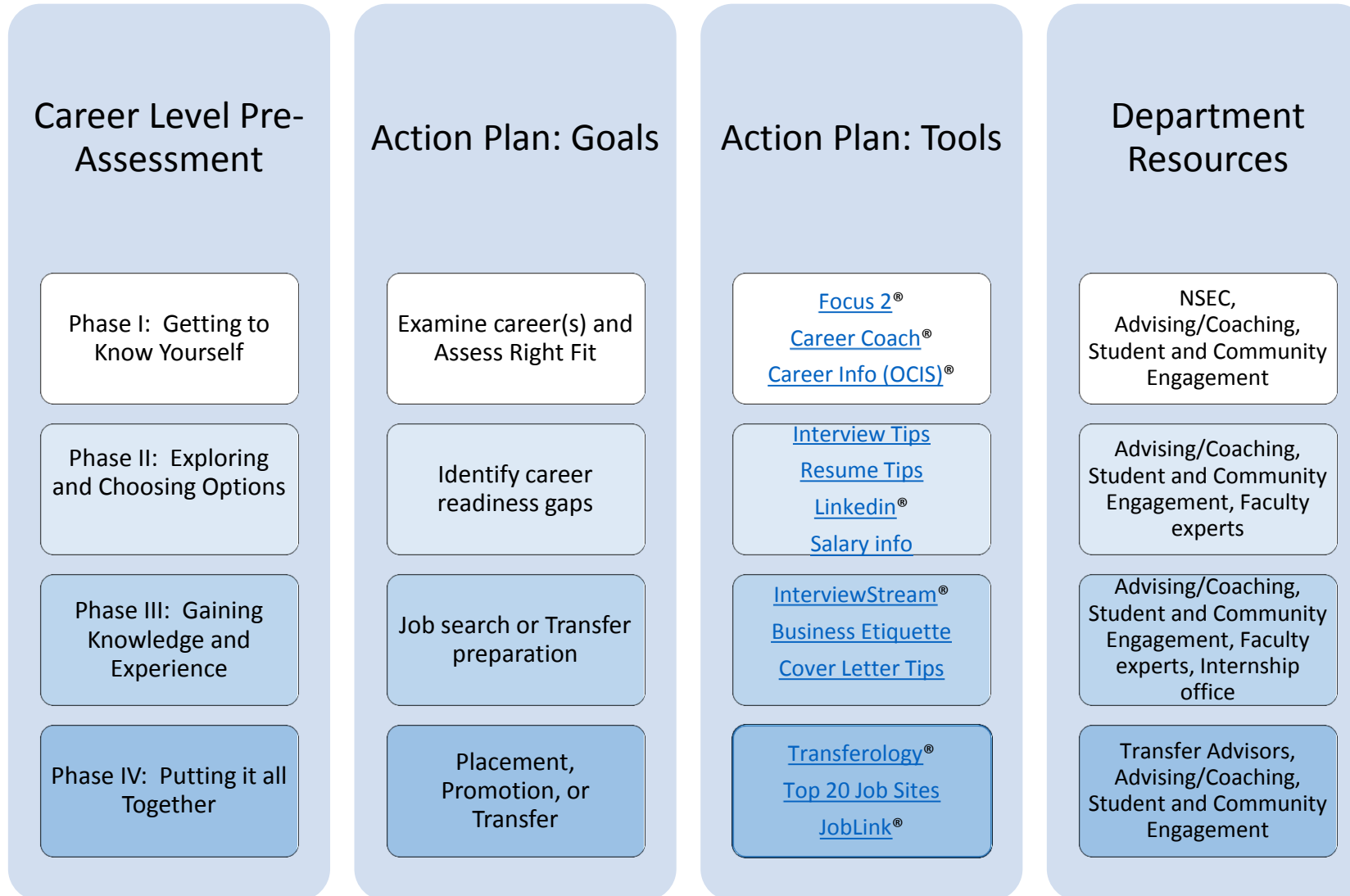
Student	Coach	Course	Term	Enrollment Status	Week	Term Progress	Course Progress	Midterm Status	Current Grade	Days Since Last Login	Unsuccessful Attempt On Record	Submissions Last Week	Course Status	Comment	Last Coach Contact
Jessica...		CAM-1141	17/FA	Enrolled	.	.	100%	.	95.0%	.	.	.	Complete	.	09/18/2017
Jessica...		MET-1131	17/FA	Enrolled	.	.	100%	.	96.2%	.	.	.	Complete	.	09/13/2017
Jessica...		CAM-1107	17/FA	Dropped 10/02...	Drop	.	09/20/2017
Jessica...		MET-1131	17/FA	Enrolled	.	.	100%	.	94.5%	.	.	.	Complete	.	09/13/2017
Jessica...		MAT-1110	17/FA	Enrolled	7	39%	3%	N/A	67.2%	24	Yes	0	High Risk	No Logins F...	09/20/2017
Jessica...		CAM-1107	17/FA	Enrolled	7	39%	36%	N/A	94.2%	0	Yes	0	High Risk	Low Assign...	09/08/2017
Jessica...		MAT-1110	17/FA	Enrolled	7	39%	34%	N/A	99.7%	4	No	0	Moderate R...	Low Activity	09/12/2017
Jessica...		CAM-1116	17/FA	Enrolled	7	39%	50%	N/A	89.0%	7	No	0	High Risk	No Logins F...	09/12/2017
Jessica...		OPT-1100	17/FA	Enrolled	7	39%	22%	Not Attempted	88.8%	6	No	0	Moderate R...	Low Activity	09/12/2017
Jessica...		CAM-1109	17/FA	Enrolled	7	39%	53%	N/A	96.1%	3	No	0	Moderate R...	Low Activity	09/12/2017
Jessica...		MAT-1110	17/FA	Enrolled	7	39%	15%	N/A	93.9%	9	Yes	0	High Risk	No Logins F...	09/08/2017
Jessica...		MET-1131	17/FA	Enrolled	7	39%	0%	N/A	.	14	No	0	High Risk	No Logins F...	09/22/2017
Jessica...		MET-1131	17/FA	Enrolled	7	39%	50%	N/A	89.0%	1	No	0	Moderate R...	Low Activity	09/12/2017
Jessica...		OPT-1100	17/FA	Enrolled	7	39%	39%	Not Attempted	93.5%	2	No	0	Moderate R...	Low Activity	09/18/2017
Jessica...		MET-1131	17/FA	Enrolled	7	39%	67%	N/A	92.8%	7	No	0	High Risk	No Logins F...	09/12/2017
Jessica...		CAM-1116	17/FA	Enrolled	7	39%	38%	N/A	86.1%	5	No	0	Moderate R...	Low Activity	09/25/2017
Jessica...		CAM-1107	17/FA	Enrolled	7	39%	14%	N/A	100.0%	7	No	0	High Risk	No Logins F...	09/12/2017
Jessica...		MAT-1110	17/FA	Enrolled	7	39%	34%	N/A	92.4%	0	No	0	Moderate R...	Low Activity	09/12/2017
Jessica...		MET-1131	17/FA	Enrolled	7	39%	33%	N/A	94.5%	1	No	0	Moderate R...	Low Activity	09/18/2017

Faculty/Coach Collaboration

CBE Weekly Coaching Guide

Week	Owner	Coaching Actions	2017 Fall
Week 0 Preregistration	Coach	Register Preparation <ul style="list-style-type: none"> • Course information sheet • Payment • Pace Chart MAP/Degree Audit	Welcome Email
Week 1	Coach	Login Prompt (<i>send first day of each section</i>) and Attendance Policy Reminder	Attendance Policy Email
Week 4-5	Coach	Career, Future Goals, and Internship	
Week 7-8	Shared: Coach/Faculty	Midterm/50% complete Prompt Midterms <ul style="list-style-type: none"> • Faculty communicate to students who fail midterm exams/projects about retesting/resubmitting for second and third attempts • Faculty communicate with coaches about students who need second and third attempts on midterm exams/projects 	Week 7: Oct. 2 – Oct. 8 Week 8: Oct. 9 – Oct. 15
Week 9	Shared: Coach/Faculty	Faculty and coaches plan 75% progress milestone intervention for week 12	Oct. 16 – Oct. 22
Week 10	Coach	Re-engage Vision Statements	Oct. 23 – Oct. 29
Week 11	Coach	75% complete prompt and review of end of semester progress policies	Oct. 30 – Nov. 5
Week 12	Shared: Coach/Faculty Coach	Faculty send intervention to students below 75% progress mark with deadline <ul style="list-style-type: none"> • Friday before last day to withdraw is deadline for 75% • Coaches help faculty reach extreme high risk students <ul style="list-style-type: none"> ◦ Extreme - below 50%, with no/low submissions in past 7 days Registration Opening (week 12) <ul style="list-style-type: none"> • Normally don't discuss registration until student has 65-75% completed 	Nov. 6 – Nov. 12 Notes: 17SP Registration Opens: Oct. 30 75% progress due Nov. 10 Last Day to Withdraw (full-term) Nov. 13
Week 13-15	Shared: Coach/Faculty	Proctored testing (if required) End of semester policies <ul style="list-style-type: none"> • 5 submission limit in week before finals (week 15) • No submissions during finals week (week 16) • First attempt on final exam/project due Tuesday of finals week 	Nov. 13 – Dec. 3
Week 16	Faculty Coach	Finals – no assignment submissions <ul style="list-style-type: none"> • Faculty communicate to students who fail final exams/projects about retesting/resubmitting for second and third attempts • Faculty communicate with coaches about students who need second and third attempts on final exams/projects Revisit MAP/Goals, Clean SSP Caseload	Dec. 4 – Dec. 10 First Attempt on Final: Tuesday, May 2

Transition and Complete: Integrated Career Development



Footnotes

This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment & Training Administration. The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to the information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.



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