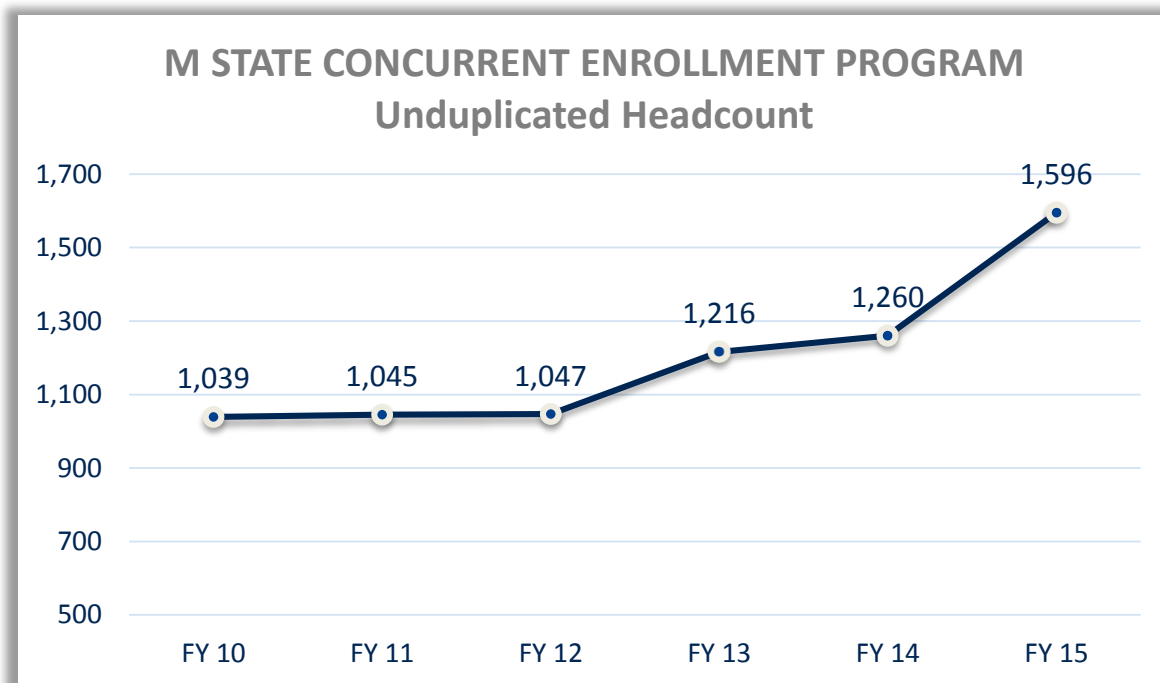


# REALIZE. RECONNECT. REDESIGN.

Realize what we are doing well. Reconnect with the needs of our stakeholders. Redesign the areas that will help us achieve more.

## CONCURRENT ENROLLMENT PROGRAM SUCCESS REPORT

### Unduplicated Headcount

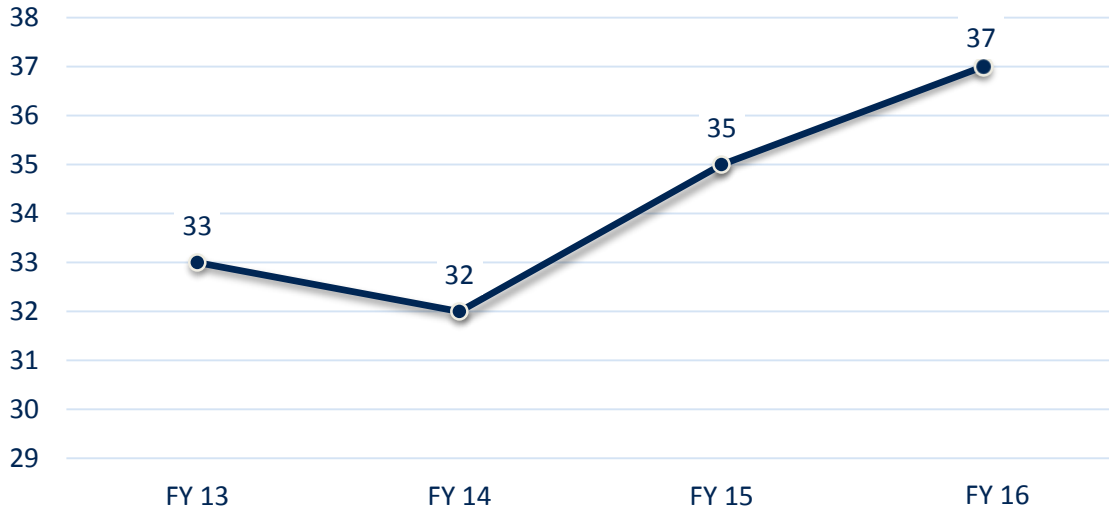


### Total Number of High School Partners

Summary: One of M State's FY 15 priorities is to increase the number of K-12 partnerships by increasing outreach efforts to targeted schools in our region. \*We expect to see a continued growth in K-12 partnerships in FY 16, as Moorhead High School and Ortonville High School have agreed to partner with us for the 2015-16 school year.

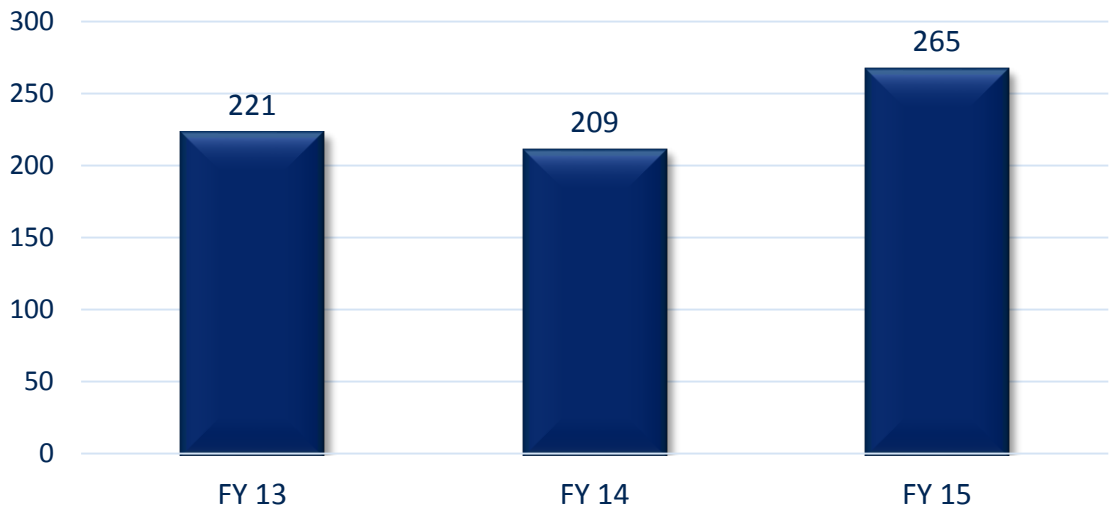
With the growing interest in M State's CE Program, we have also seen an influx of concurrent high school teacher applications. From 1/1/2014-3/1/2015, over 50 new teacher applications have been reviewed for decision and have been processed.

### M STATE CONCURRENT PROGRAM Number of K-12 Partner High Schools

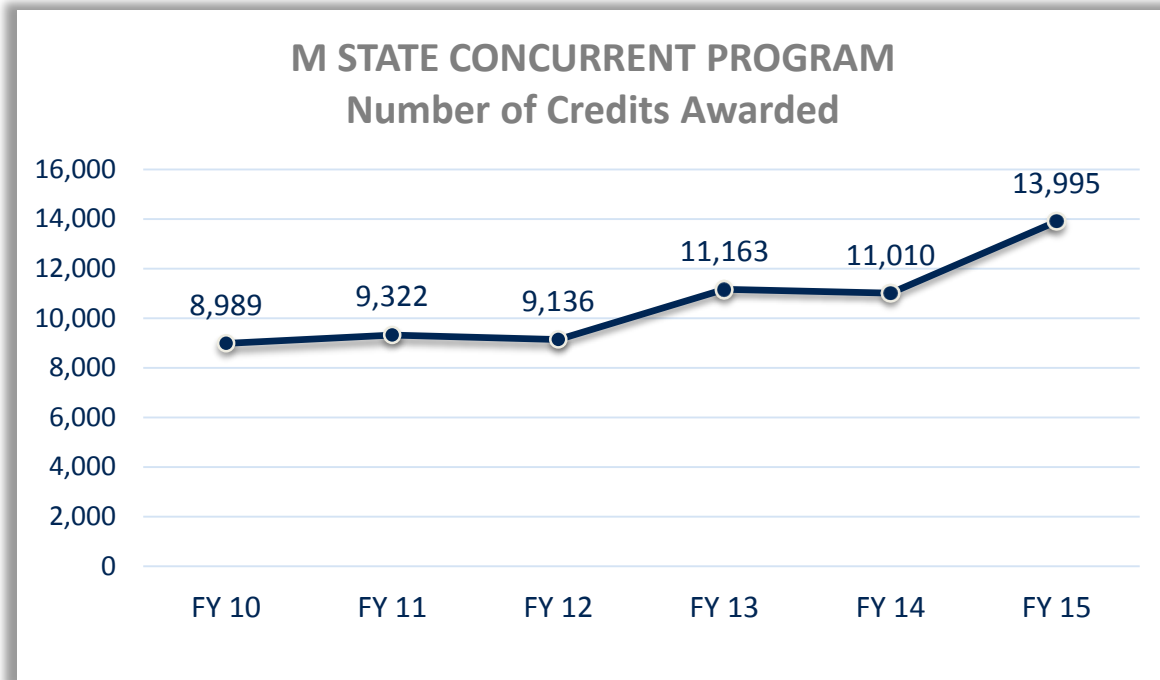


### Total Number of Sections Offered

### M STATE CONCURRENT PROGRAM Number of Sections Offered

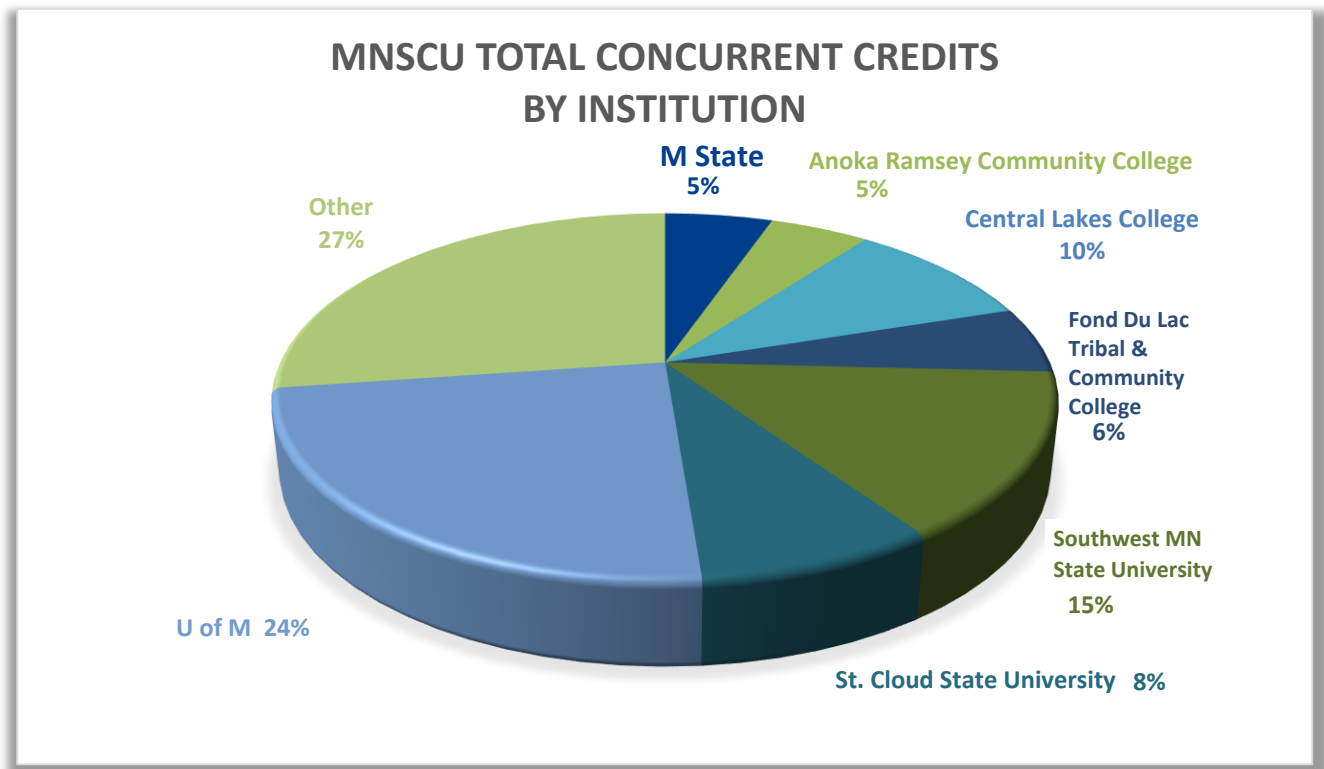


## Credits Awarded



## MnSCU Comparison

The total number of MnSCU credits as of February 15, 2015, was 208,629.



## Program Highlights

- ✓ Seeking program accreditation through NACEP. The application deadline is June 30, 2015.
  - As part of an accreditation requirement, M State CE staff are deploying a course specific electronic survey at the end of every term, to every enrolled student, for every course. Electronic surveys are also sent out annually to one-year out alumni, and every three years to participating high school instructors, principals, counselors and 4-year-out alumni.
  - To track M State's NACEP accreditation progress, visit [www.minnesota.edu/?id=19861](http://www.minnesota.edu/?id=19861)
- ✓ The CE team created an M State Concurrent Enrollment Handbook for partner schools. The handbook includes concurrent policies and procedures, timelines and expectations. The handbook was distributed at the annual professional development day, or Concurrent Enrollment Day, to over 100 concurrent teachers, counselors, principals and mentors.
- ✓ Member of Minnesota Concurrent Enrollment Partnerships (MnCEP). K-12 Collaboration Manager, Megan Adamczyk, sits on their board.
- ✓ Developed the CE toolbox for K-12 partners and faculty mentors:
  - Website: Two years ago, concurrent enrollment had one paragraph on the M State website. The concurrent team focused their attention on developing [www.minnesota.edu/concurrent](http://www.minnesota.edu/concurrent) as an essential resource tool for concurrent teachers, counselors and students. This page now has six subpages and hosts everything from links to common concurrent course outlines, teacher and counselor resources, FERPA, a process timeline and student responsibilities. Establishing a resourceful website has empowered our high school partners to be more self-reliant, our processes to be more efficient, and added appeal to our program marketing strategies.
  - Syllabus Development: High school teachers can download a sample syllabus and syllabus checklist and template from the Concurrent Teacher web page at [www.minnesota.edu/?id=11491](http://www.minnesota.edu/?id=11491) to ensure their syllabus is meeting all the requirements.
  - Employee Portal Mentor Resources: A K-12 Collaborations section has been added to the Employee Portal for faculty mentors. This section has forms to help mentors in their high school visits, a link to submit mentor reports, and other helpful resources.
- ✓ Built stronger relationships with K-12 partners through on-site visits. Megan has been invited to several partner high schools' parent teacher nights to present on student eligibility, responsibility, benefits of taking concurrent courses, etc.
- ✓ Increased program efficiency by having mentors submit electronic mentor reports. The online reports cut down printing costs, is a more efficient use of faculty's time, increases access to authorized team members, and is a more reliable and proficient record keeping system.
- ✓ Continued collaboration with M State admissions to deploy strategic marketing, which invites, or encourages, concurrent enrollment students to finish their AA, or other degree program with M State.

- ✓ One of MnSCU's Strategic Framework commitments is to "Deliver to students, employers, communities and taxpayers the highest value/most affordable option." M State's CE Program offers eligible high school concurrent students the opportunity to take concurrent courses at no cost to them, and earn college credit while earning their high school diploma. Hypothetically, a Melrose High School student could earn 56 credits by enrolling in all 16 concurrent courses with M State, saving the student up to \$9,005 - that is not including the additional savings from not having to pay for textbooks, materials and other fees.
- ✓ Worked with M State's Data System Architect to create custom concurrent enrollment data reports.

## Strategic Goals

- Continue to co-brand, or promote benefits of both the Concurrent Enrollment Program and eCampus in the High School. Even though concurrent is less costly, eCampus can fill goal area gaps when a high school does not have a teacher that meets credentialing requirements.
- Complete an AA/MnTC worksheet specific to each partner high school. Meet with the high school to review the worksheet and strategize on ways to fill missing goal area(s).
- Prepare an annual progress report for President's Cabinet.
- Ensure continued quality by developing a calendar system to track the various high school academic, or district, calendars.
- Go completely paperless by FY17.