



The State University
of New York

Non-Credit Remedial Course Aid

CEANY

November 6, 2014

Deborah L. Moeckel, Ph.D.

Assistant Provost for Assessment and
Community College Education



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Introduction: Goals

- Contextualize and summarize the changes in the guidelines
- Clarify the process for submitting proposals
- Provide suggestions for developing successful proposals





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The Regulations

NYCRR

- Section 602.5, Title 8 of the New York State Codes, Rules and Regulations (8 NYCRR)
- Part of the Community College Rules (Program applies only to community colleges)
- Changed by negotiated rulemaking process



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The Context

- Legislative focus on remediation
- Remediation Task Force
- GAP legislation
- Performance Based Funding and SUNY Excels



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The Guidelines

Undergo regular revision when necessary

- 1976, 1989, 2003 -- Revised Guidelines via Memoranda to Presidents
- Removed Vocational Preparation courses from eligibility (1991-92)
- Removed Community Service courses from eligibility (1990-91)
- New Revision removes computer courses from eligibility (2014)



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Salient Provisions MTP 14-1

Focus on college readiness – remediation defined

- Increased recordkeeping – attendance and assessment
- Limited repetition
- Data reporting through SIRIS

Not intended to limit access

- Program Design, not student choice
- Attention to integrated programs which lead to college level work




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Process and Timeline

- Programs and Courses submitted to noncredit@suny.edu
- After November or so, new submission process through CourSES application
- Proposals reviewed by System staff and campus reps from Continuing Education and Academic Affairs
- Old courses no longer eligible for state aid after September 1, 2015





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Course Submission and Evaluation System (CourSES)

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Welcome to the Course Submission and Evaluation System (CourSES). This application was designed by the Office of the Provost at SUNY System Administration to streamline communication and ensure consistency of data.

Use this application to:

- look up SUNY-Approved General Education courses
- submit courses for approval
- check on the status of pending approvals
- communicate with reviewers in the Office of the Provost

CourSES updates and replaces all previous methods of general education course approval, and is the only accepted method of submitting courses. Approved courses will be automatically integrated with the SUNY warehouse data submitted through SIRIS.

Future Developments:

While CourSES currently accepts only general education courses, future updates are scheduled to allow for the submission of Transfer Path courses, performing course equivalencies for transfer, and more.

In the meantime, follow the instructions on the [Student Mobility](#) page in order to submit Transfer Path courses for approval.

Ongoing changes to Title, Credits, and Description will automatically be updated when the SIRIS database is updated through DTS Course Submission. If you need to make any other Gen Ed requests not provided for by this application, please email gened@sysadm.suny.edu

Admin

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Course Submission and Evaluation System (CourSES)

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New Non-Credit Remedial Request Selected Campus: System Administration

Confirm the Chief Academic Officer contact information.

Contact Course Course Detail Enrollment and Fees Attachment Correspondence Confirm

1. Program Contact

+ New

| | First Name | Last Name | Job Title | Email | Phone |
|---|------------|-----------|------------------------------|-------------------------|----------------|
| • | John | Doe | Academic Program Coordinator | John.Doe@SUNYCampus.edu | (555) 555-5555 |

2. Chief Academic Officer

| Edit | First Name | Last Name | Email | Phone |
|------|------------|-----------|-------------------------|----------------|
| | Jane | Doe | jane.doe@SUNYCampus.edu | (555) 555-5555 |

☐ By checking this box you acknowledge:

1. You are affirming the consent of the Chief Academic Officer who has reviewed and agreed upon this submission to SUNY System Administration for approval as a non-credit remedial course.
2. Inclusion of the Chief Academic Officer assures that the proposed course or program is consistent with SUNY policy and affirms full academic oversight by the campus. It also verifies quality controls, including assessment and reporting requirements are in place and satisfy 602.5 and MSCHE accreditation standards.

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Contact **Course** Course Detail Enrollment and Fees Attachment Correspondence Confirm

1. Search for an existing non-credit remedial course in the SUNY data warehouse:

Designation Number or SUNY Course Id or Campus Course Id

Search

2. Course not found - complete all fields

Discipline Course Number Title

MAT 105A

Catalog Course Description

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New Non-Credit Remedial Request Selected Campus: System Administration

Contact Course **Course Detail** Enrollment and Fees Attachment Correspondence Confirm

1. Identify the credit bearing courses and/or programs for which the proposed non-credit remedial course is designed to prepare students ?

Course or program title +

2. Is the proposed non-credit remedial course equivalent to any financial aid-eligible course offered on a semester basis for imputed credit or equivalent credit? ?

☐ Yes ☐ No

3. Alignment with Guidelines/SUNY Priorities ?

Select from the following list of allowable activities.

Select One ▾

4. Provide information on how this proposed course aligns with your non-credit remedial program. ?

5. Describe requirements for faculty credentials and experience for the proposed non-credit remedial course ?

6. Schedule and Location ?

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Contact Course Course Detail **Enrollment and Fees** Attachment Correspondence Confirm

1. Enrollment details ?

Is the course/program open admission? ☐ Yes ☐ No Estimated annual enrollment (headcount): Estimated annual avg course FTE:

2. Tuition and Fees ?

Course fee per student Co-sponsor (if any) Funding sources other than non-credit remedial State aid if applicable

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1. Proposed non-credit remedial course documentation

Course goals, objectives and expectations for learning [Browse...](#) No file selected.

Attendance policy [Browse...](#) No file selected.

Course repetition limit policy [Browse...](#) No file selected.

Assessment plan [Browse...](#) No file selected.

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1. Enter questions and/or comments. A reviewer from the Office of the Provost will respond to your request at the email address you provided.

3000 characters remaining.

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the Power of



Types of Courses Eligible for Funding

- High School Equivalency Instruction (Preparation for TASC exam)
- Workshops and Seminars for placement test preparation
- Academic Preparation for achievement of stackable credentials (Non-credit must articulate with credit program)
- ESL leading to college level study
- Not intended to serve as Adult Basic Education

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Issues and Challenges

- Developmental nature of ESL
 - Limited levels can be problematic
 - Definitions of Remediation – connections to college readiness are necessary
- Increased accountability – focus on Access and Success
- Need to demonstrate the extent of SUNY's impact on College Readiness efforts: SUNY Excels, performance based funding, national ranking system





Proposal Tips

- Include a cover sheet indicating how the courses and modules articulate together
- Indicate how students progress through the program
- Don't forget to include policies on attendance and course repetition
- Try to reduce number of levels and integrate content
- Follow up



FAQs

Last document developed after 2003 revision

Send in your questions

Will post on website



