


AZCTE 2017

## A CTE Student Retention Tracking Model



**Yavapai College**  
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Dean Career & Technical Education

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### RETENTION Research

- ▶ Tinto - relationships important
- ▶ Noel Levitz -top 10 strategies
- ▶ Doctoral research-advising, student experiences

▶ Big Idea: Pay More Attention to Your Students

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### What are you doing now?

Share some ways that you are “paying more attention” to your students that have resulted in increased retention...



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## Our Process-Tracking

- ▶ Background
  - ▶ Goal of retention and growth
    - ▶ Focus on student progress
    - ▶ Pathways, enrollment management, scheduling
    - ▶ Create Informal Cohorts
- ▶ Evolution-
  - ▶ Available Reports & spreadsheets
  - ▶ Specific Tools - IR tracking spreadsheets
- ▶ Implementation Challenges & Suggestions

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## Resources

- ▶ Learning Management System Enrollment Reports
- ▶ Executive Administrative support
- ▶ IR Department with time/interest
- ▶ Staff with time/interest




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## Phase I: DegreeWorks Program of Study with Major

DegreeWorks - Student Program of Study									
ID	Name	Email Address	Daycare	Program of Study	Min/Life	Category Year	Exp. Adm. Term	STATUS	APPROVED
CEB72				Adaptive Care (CEAT)	Adaptive Care 2016 Management		201610		
CEB72				Adaptive Care (CEAT)	Adaptive Care 2016 Management		201610		
AGU03				Agriculture Technology (AGC)	Adaptive Agriculture 2015 Technology Management		201510		
CEB72				Child Study Technology (CEAT)	Child Study 2016 Technology		201610		Complete 10/16
AGU03				Agriculture Technology (AGC)	Adaptive Agriculture 2015 Technology Management		201510		Proposed by Applied Science
CEB72				Adaptive Care (CEAT)	Adaptive Agriculture 2015		201510		Complete 10/16

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### Program of Study with Major + % Completion and Contact Info

Program of Study	College Year	Last Attend Term	Progress	Phone #	Comments
Ag Animal Care (CEPT)	2013	2013B	0%		
Ag Horticulture (CEPT)	2013	2013B	0%	602970225	using number
Agriculture Technology (AAE)	2013	2014B	0%	482072567	left message
Ag Equine Practitioner(CEPT)	2013	2013B	85%		in progress
Ag Equine Management (CEPT)	2013	2014B	62%	902647218	left message
Ag Equine Practitioner(CEPT)	2013	2013B	50%		in progress
Ag Animal Care (CEPT)	2013	2013B	0%		in progress
Agriculture Technology (AAE)	2014	2013B	0%		new student
Ag Horticulture (CEPT)	2012	2013B	0%		
Ag Animal Care (CEPT)	2014	2014B	67%	902794318	disconnected
Ag Animal Care (CEPT)	2013	2014B	45%		in progress
Ag Equine Practitioner(CEPT)	2013	2014B	0%		in progress
Ag Animal Care (CEPT)	2013	2014B	9%		in progress
Ag Horticulture (CEPT)	2014	2013B	0%		new student
Ag Animal Care (CEPT)	2014	2014B	0%		new student
Ag Equine Practitioner(CEPT)	2013	2013B	0%		completing
			0%	5023264	attending other school

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### Phase II: Compare Major List to Class Rosters

► What do you think the level of conformance was when class rosters were compared to the list of students in a declared major?

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### Phase II: Class Roster Spreadsheet

2015-2016 Electrical Utility Cohort

ID	Name	Loc	Email	Phone	CPD 104	ELT 101	ELT 141	ELT 201	MAT 100	PPF 120	ELT111	ELT112	Notes		
Smith, John	Demery				FA15	FA15	NEED	FA15	FA15	FA15	FA15	MA15-2	None	N/A	LUT Cert
					SP15	FA14	SP15	FA15	FA15	NEED	FA14	N/A			10/14/16 Used Needs to declare
					EA15	FA20	NEED	FA15	FA15	NEED	NEED	N/A			FUT Cert
					NEED	FA15	N/A	FA15	NEED	FA15	NEED	NEED	N/A		Personal Interest
					FA15	FA15	NEED	FA15	FA15	FA15	FA15	MA15-2	NEED		AAU-ESJ labory Cert First
					FA15	FA15	NEED	FA15	FA15	NEED	NEED	N/A			Auto Body Paint Cert Completed needs to declare 10/17
					FA15	FA15	NEED	FA15	FA15	NEED	FA15	N/A			LUT Cert

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### Additional Tabs

- ▶ General Education courses and credits completed by each student
- ▶ Student Data with contact Information
- ▶ Complete course titles and credit hours

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### Ways to Use the Tracking Reports

- ▶ Recruitment
  - ▶ Identify students who have taken courses in a program but stopped out
  - ▶ Identify students who are currently enrolled, but have not enrolled in next term
  - ▶ Students taking program courses, but not declared in major
- ▶ Retention
  - ▶ Progress check-show student pathway to completion
  - ▶ Keep students on track
  - ▶ Graduation check
  - ▶ Appropriate catalog year

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### Results: Enrollment Up

Term	Student Credit Hours	Student Head Count
Spring 2014	1,180	296
Spring 2015	1,399	313
Spring 2016	1,542	317
Spring 2017	1,676	320

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### Results: Completions Up

**Yavapai College Chinai Valley Graduate Summary by Program**

AWARD TYPE		2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
Associate of Applied Science	Agriculture Technology Mgmt	1		3	6	1	5	10
	Elect & Instrumentation Tech				5	6	11	8
Certificate	Canine Care and Handling					9	10	2
	Therapy and Service Dog Team					9	14	12
	Animal Care & Management	2		2	7	5	3	3
	Electric Utility Technology					17	12	13
	Equine Management	1						
	Equine Practitioner			3	2	4	3	2
	Horticulture Science	1		5	4	4	5	7
Production Horticulture						3	4	
<b>Total Degrees</b>		<b>3</b>	<b>2</b>	<b>13</b>	<b>24</b>	<b>55</b>	<b>66</b>	<b>61</b>

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### CHALLENGES

- ▶ TIME
- ▶ PERSONNEL




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### Scaling Up

- ▶ Requires much larger participation and more than staff working on it.
- ▶ For CTEC, pushed it out to faculty to handle if the program had less than 50 students. Results will be discussed at first division meeting in the fall.
- ▶ Divvied up student contact responsibilities with faculty and staff for programs with more than 50 students.
- ▶ Plan on having a day in the semester where everyone is working on it to see how it goes, strategically position just prior to the start of registration. Lunch would be provided, most likely on a Friday.

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**Scaling up continued**

- ▶ Career Coach is responsible for securing information needed and getting it into the hands of faculty and staff.
- ▶ Dean follows up with email directive.
- ▶ Ultimately will be a part of performance management goals.
- ▶ Adopting a philosophy of "can we get just one more in every class we have?".

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**MODEL**

- ▶ Staff/Faculty take responsibility for a program(s)
- ▶ Use IR Tool to establish those in declared major
- ▶ Merge with class rosters to capture full list-Cohort
- ▶ Contact some students to "clean" and update list
- ▶ Continue to update list and work with team (faculty, advisors) to keep students on track

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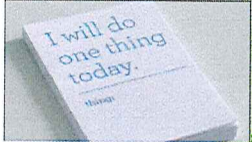
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**What One New Thing can you do to better track your students?**

- ▶ Reports?
- ▶ Specific Programs?
- ▶ Part Time Staff?
- ▶ Summer Lull?



- ▶ Other Ideas?

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## Degreeworks - Students Program of Study

ID	Name	Email	Degree	Program of Study	MAJOR	Catalog Year	Last Attend	DEGREE_AWARDED
DXxxXX	Jane Smith	<a href="mailto:jsmith@yc">jsmith@yc</a>	CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2016	201710	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2016	201530	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2016	201630	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2016	201710	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2014	201510	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2017	201710	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2016	201530	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2015	201710	Certificate >1 yr.
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2017	201630	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2015	201710	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2014	201510	Certificate >1 yr.
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2015	201630	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2016	201610	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2017	201630	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2017	201710	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2017	201710	
			CERT2	Ag Animal Care (CERT,	AGAN-Animal Care & Management	2016	201530	

## Degreeworks - Students Program of Study

ID	Name	Email Address	Degree	Program of Study	Catalog Year	Last Attend Te	COMPLETE_NUM
DXxxXX	Jane Smith	<a href="mailto:jsmith@yc">jsmith@yc</a>	CERT2	Ag Animal Care (CERT,	2016	201710	98
			CERT2	Ag Animal Care (CERT,	2016	201530	0
			CERT2	Ag Animal Care (CERT,	2016	201630	0
			CERT2	Ag Animal Care (CERT,	2016	201710	81.512
			CERT2	Ag Animal Care (CERT,	2014	201510	75
			CERT2	Ag Animal Care (CERT,	2017	201710	63.667
			CERT2	Ag Animal Care (CERT,	2016	201530	0
			CERT2	Ag Animal Care (CERT,	2015	201710	100
			CERT2	Ag Animal Care (CERT,	2017	201630	0
			CERT2	Ag Animal Care (CERT,	2015	201710	63.097
			CERT2	Ag Animal Care (CERT,	2014	201510	100
			CERT2	Ag Animal Care (CERT,	2015	201630	0
			CERT2	Ag Animal Care (CERT,	2016	201610	0
			CERT2	Ag Animal Care (CERT,	2017	201630	14
			CERT2	Ag Animal Care (CERT,	2017	201710	0
			CERT2	Ag Animal Care (CERT,	2017	201710	0
			CERT2	Ag Animal Care (CERT,	2016	201530	0

## 2015-2016 Electrical Utility Cohort

ID	Name	Loc.	Email	Phone	CPD 104	ELT 101	ELT 141	ELT 201	ELT 202	MAT 100	PPT 120	ELT111 ELT112	Notes
	Smith, John	Dewey			FA15	FA15	Need	FA15	FA15	FA11- MAT142	Need	N/A	EUT Cert
					SP15	FA14	SP15	FA15	FA15	NEED	FA14	N/A	Undecided- Needs to declare
					FA15	FA15	NEED	FA15	FA15	NEED	NEED	N/A	EUT Cert
					NEED	FA15	N/A	FA15	NEED	FA10- MAT152	NEED	N/A	Personal Interest
					FA15	FA15	NEED	FA15	FA15	FA15- MAT100	NEED	NEED	AAS E&I doing Cert First
					FA15	FA15	NEED	FA15	FA15	NEED	NEED	N/A	Auto Body Paint Cert Complete- needs to declare EUT
					FA15	FA15	NEED	FA15	FA15	NEED	FA15	N/A	EUT Cert

Undecided
EUT Certificate
Personal Interest
Needs ATTENTION
Not on either roster
* New on Roster since 08/19/15

### Program of Study

Student View AE11nT8i as of 03/26/2017 at 20:09

Student	[REDACTED]	YC Email	[REDACTED]	Holds	[REDACTED]
ID	[REDACTED]	Student Type	Continuing Student	Test Scores	[REDACTED]
Catalog Year	2016-2017	Academic Standing	Does Not Yet Apply	Student Attribute	[REDACTED]
Degree	Certificate >1 year	Total Earned Hours	11	Student Cohort	[REDACTED]
Program of Study	Equine Practitioner	Overall GPA	[REDACTED]	Student Athlete	[REDACTED]
Concentration		Prior College			

### Program Progress

Requirements	76%
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Certificate

Catalog Year: 2016-2017

See Certificate Requirements

Still Needed: See Agriculture Tech - Equine Practitioner (Cert) section

Agriculture Tech - Equine Practitioner (Cert)

Catalog Year: 2016-2017 Credit Hours Required: 30

Unmet conditions for this set of requirements: 8 Credit Hours needed

CERTIFICATE REQUIREMENTS

<input checked="" type="checkbox"/>	Introductory Equine Science	AGE 100	Intro to Equine Science	B	4	Fall 2016
<input checked="" type="checkbox"/>	Riding Methods I	AGE 101	Riding Methods I	A	2	Fall 2016
<input checked="" type="checkbox"/>	Equine Health & First Aid	AGE 120	Equine Health & First Aid	A	2	Fall 2016
<input checked="" type="checkbox"/>	Principles of Equine Nutrition	AGE 122	Prin of Equine Nutrition	IP	(2)	Spring 2017
<input type="checkbox"/>	Equine Behavior and Psychology		Still Needed: 1 Class in AGE 125			
<input checked="" type="checkbox"/>	Equine Hoof Care	AGE 140	Equine Hoof Care	IP	(3)	Spring 2017
<input checked="" type="checkbox"/>	Riding Methods II	AGE 201	Riding Methods II	IP	(2)	Spring 2017
<input checked="" type="checkbox"/>	Barn Management	AGE 230	Barn Management	IP	(2)	Spring 2017
<input checked="" type="checkbox"/>	Ground Skills/Training Tech/Horsemanship	AGE 260	Ground Skills/Training Tech	IP	(3)	Spring 2017
<input type="checkbox"/>	Agricultural Mechanics		Still Needed: 1 Class in AGS 215			
<input type="checkbox"/>	Select 4 Credit Hours	AGE 157	Equine Event Plan & Mgmt	IP	(2)	Spring 2017
			Still Needed: 2 Credit Hours in AGE 156 or 158			

Insufficient Coursework

AGE 125	Equine Behavior and Psychology	D		3	Fall 2016
<b>In-Progress Courses</b>					
AGE 122	Prin of Equine Nutrition	IP		2	Spring 2017
AGE 140	Equine Hoof Care	IP		3	Spring 2017
AGE 157	Equine Event Plan & Mgmt	IP		2	Spring 2017
AGE 201	Riding Methods II	IP		2	Spring 2017
AGE 230	Barn Management	IP		2	Spring 2017
AGE 260	Ground Skills/Training Tech	IP		3	Spring 2017

Questions? Need Assistance? [degreeworks@yc.edu](mailto:degreeworks@yc.edu)



MAJR	CONC	CRSE 01	CRSE 02	CRSE 03	CRSE 04	CRSE 05	CRSE 05	CRSE 06	CRSE 07	CRSE 08	CRSE 09	CRSE 10	CRSE 11	CRSE 12	CRSE 13	CRSE 14	CRSE 15	CRSE 16
ABPC		AUT105	AUT106	AUT107	AUT110	AUT111	AUT275											
ADPA		BSA102	BSA105	ENG101	CSA126	CSA126	BSA225	AHS130	HIM110	ACC115	ACC121	CSA140	LAW100	LAW102	LAW103	LAW107		
ADPB		BSA102	BSA105	ENG101	CSA126	CSA126	BSA225	BSA130	HIM110	ACC115	ACC121	CSA140	LAW100	LAW102	LAW103	LAW107		
ADPR	APBK	ACC115	ACC122	ACC131	ACC161	ACC162	ACC162	ACC162	ACC162	ACC162	ACC162	ACC162	ACC162	ACC162	ACC162	ACC162	ACC162	ACC162
ADPR	APCS	CSA124	CSA126	CSA133	CSA134	CSA134	CSA144	CSA172	CSA296	MGT111	MGT112	MGT113						
ADPR	APLO	CSA172	LAW100	LAW102	LAW103	LAW103	LAW107	LAW107	LAW107	LAW107	LAW107	LAW107	LAW107	LAW107	LAW107	LAW107	LAW107	LAW107
ADPR	APML	CSA126	MGT111	MGT112	MGT113	MGT113	MGT120	MGT140	MGT223									
ADPR	APMO	AHS100	AHS130	HIM110	HIM173	HIM173	MGT111	MGT112	MGT113									
ADPR	CORE	BSA102	BSA105	ENG101	BSA130	BSA130	BSA225	ACC121	CSA110	CSA138	CSA139	CSA140	CSA142	MGT233				
ADPR		BSA102	BSA105	ENG101	BSA130	BSA130	BSA225	ACC121	CSA110	CSA138	CSA139	CSA140	CSA142	MGT233				
AGAN		AGE100	AGE120	AGE150	AGE120	AGE120	AGE125	AGE140	AGE201	AGE201	AGE230	AGE260	AGE260	AGE260	AGE156	AGE157	AGE158	AGE152
AGEP		AGE100	AGE101	AGE150	AGE120	AGE120	AGE125	AGE140	AGE201	AGE201	AGE231	AGE260	AGE260	AGE260	AGE156	AGE157	AGE158	AGE152
EQCM		AGE 100	AGE 101															
AGMN		AGS101	CSA126	AGS102	AGS105	AGS105	AGS107	AGS120	AGS157	AGS215	AGS274	AGS250	AGS252	AGS261	AGS264	AGS280	AGS282	AGS103
APEN		MAT187	CHM151	CNC101	CNC102	CNC210	CNC202	ELT130	ELT183	ELT183	EGR102	MAT220	MAT230	PHY150	PHY151			
AUT2		AUT100	AUT108	AUT105	AUT122	AUT123	AUT124	AUT126	AUT128	AUT128	AUT131	AUT151	AUT252					
AUTM		AUT100	AUT108	AUT105	AUT122	AUT123	AUT124	AUT126	AUT128	AUT128	AUT131	AUT151	AUT252					
AUTT		AUT100	AUT108	AUT105	AUT122	AUT123	AUT124	AUT126	AUT128	AUT128	AUT131	AUT151	AUT252					
AVTT	AIRP	AVT115	AVT116	AVT204	AVT205	AVT214	AVT215	AVT216	AVT217	AVT218	AVT218	AVT225	AVT226	AVT236	AVT260	AVT122	AVT261	CPD104
AVTT	HELC	AVT118	AVT120	AVT121	AVT205	AVT210	AVT211A	AVT211B	AVT211C	AVT212A	AVT212A	AVT212B	AVT212C	AVT220	AVT221A	AVT221B	AVT221C	AVT230
AVTT	OPER	AVT104	AVT105	AVT117	AVT117	AVT122	AVT123	AVT124	AVT135	AVT200	AVT200	AVT201	AVT245	AVT246	AVT247	AVT260	AVT261	MGT220
AVTT	UNMA	ART135	AVT104	AVT117	EMA101	EMA140	BSAxxx	EGR180	MET100	UAS100	UAS100	UAS103	UAS110	UAS115	UAS120	UAS200	UAS215	UAS250
CCHC		AGS180	AGS182	AGS183	AGS184	AGS185	AGS186	AGS187	AGS190	AGS190	AGS192	AGS193	AGS194	AGS195	AGS196	AGS197		
SDOG																		
DSL M		AGS101	CSA126	AUT100	AUT108	AUT105	AUT124	AUT128	AUT128	AUT135	AUT208	AUT225	AGS194	AGS195	AGS197	AGS210	AGS212	
DSL T	A	AGS101	CSA126	AUT100	AUT108	AUT105	AUT124	AUT128	AUT128	AUT135	AUT208	AUT225	AUT255	MET116	MET150	MET160	WLD113	
DSL T	B	AUT100	AUT108	AUT105	AUT124	AUT126	AUT128	AUT135	AUT225									
EINT	CORE	AGS101	CSA126	ELT111	ELT112	ELT115	ELT126	ELT161	ELT183	MET160								
EINT	EINE	ELT171	ELT221	ELT258	ELT272	CNT100	CNT110	CNT115	CSA170	ELT130	ELT141	ELT296	PHY140	PHY140	WLD113			
EINT	EINL	CPD104	ELT141	ELT201	ELT202	ELT211	ELT212	PPT120										
EINT	EINM	ELT171	ELT221	ELT258	ELT272	ELT295	ELT295	ELT295	ELT295	MET116	MET150	WLD113						
ELAD		ELT221	ELT258															
ELAN		ELT111	ELT112	ELT126														
ELDI		ELT161	ELT183															
ELIN		ELT171	ELT272															
ELTC		CPD104	ELT101	ELT141	ELT201	ELT202		MAT100	PPT120	ELT111	ELT112							
ELTC		ELT111	ELT112	ELT126	ELT161	ELT183	ELT221	ELT258										
EMMA		EMA101	EMA102	EMA110	EMA130	EMA140	EMA210	EMA220	EMA225	EMA230	EMA240	EMA245	EMA250	EMA258	CSA110			
ENOL		CHM130	VEN120	VEN121	VEN155E	VEN200	VEN201	VEN202										
GMAW		WLD130	WLD140	WLD145	WLD156	WLD210	WLD250											
GTAW		WLD130	WLD140	WLD145	WLD156	WLD200	WLD250											
GUNA		GST270	GST280	CNC101	CNC102	CNC201	CNC202											
GUNS		GST100	GST150	GST200	GST250	BSA102												
INHU				IPT110	IPT120	IPT130	IPT160											
INMA		AGS101	CSA126	IPT110	IPT160	WLD112	WLD130	WLD113	WLD140	MET116	MET160							
INMB		AGS101	CSA126	IPT110	IPT140	IPT160	MET160	WLD112	WLD130	MET116	MET160							
INMF				IPT110	IPT160	WLD112	WLD130	WLD113	WLD140	WLD250	MET116	IPT261						

## Yavapai College Chino Valley Graduate Summary by Program

AWARD TYPE	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	Fall 2016
<b>Associate of Applied Science</b>	1		3	6	1	5	10
Agriculture Technology Mngt							
Elect & Instrumentation Tech				5	6	11	8
<b>Certificates</b>							
Canine Care and Handling					9	10	2
Therapy and Service Dog Team					9	12	14
Animal Care & Management	2		2	7	5	3	3
Electric Utility Technology					17	13	12
Equine Management		1					
Equine Practitioner			3	2	4	3	2
Horticulture Science		1	5	4	4	5	6
Production Horticulture						3	4
<b>Total Degrees</b>	<b>3</b>	<b>2</b>	<b>13</b>	<b>24</b>	<b>55</b>	<b>65</b>	<b>61</b>

Jan 25, 2017