Welcome to our WAITING ROOM

You will be muted upon entry and your video turned off. Thank you!

Problem Solving: Moving Dual Enrollment Online

Thursday, April 2
10 a.m. - 11 a.m.

CLP | Career Ladders Project

Problem Solving: Moving Dual Enrollment Online

Webinar Series

Thursday, April 2
10 a.m. - 11 a.m.

CLP | Career Ladders Project

Technical Announcements

- Webinar Technology
  - When you join you will be MUTED
  - Your video will be OFF upon entry to zoom
  - If you are joining by phone and computer/tablet, please connect your phone to your computer/tablet (#participantID#)
- For any technology issues please ask for help in the chat and we will message you privately for support

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The Dual Enrollment Webinars CLP Team

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Career Ladders Project

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Program Associate
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Welcome to the problem solving webinar!

- Welcome Everyone
  - The purpose of these webinars and topics we will discuss.
    - Access
    - Online platforms
    - Communication
    - Support services
    - Big Picture
    - Opportunities
  - 1- hour every Thursday; video, slides and links will be shared

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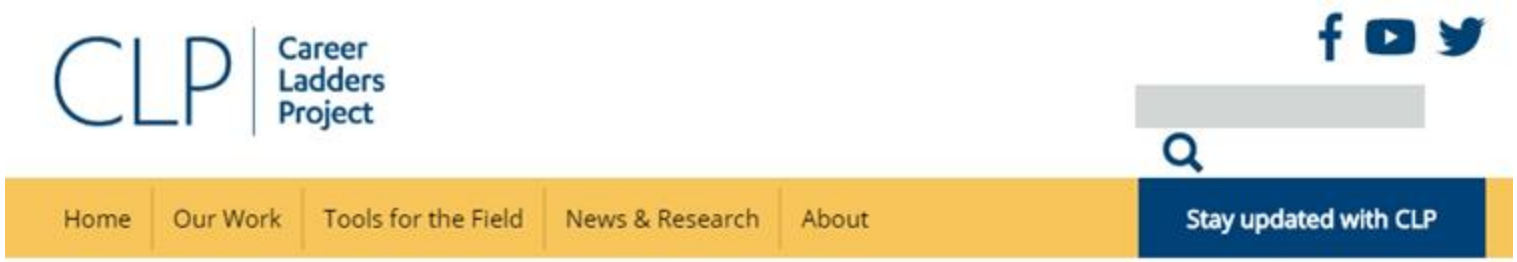
This webinar is part of a series produced by Career Ladders Project with funding from the California Community Colleges Chancellor's Office and the College Futures Foundation.



Problem Solving: Moving Dual Enrollment Online, a CLP Webinar series

March 26, 2020

To support dual enrollment practitioners across California as they move instruction and student services online, CLP is hosting a series of conversations each Thursday at 10 a.m., through April 16. Join us via Zoom here (it's the same link every week).

Nearly 200 people joined us for the first, on March 26, sharing their experiences and their approaches to changes in procedures (and to issues of longer standing too!). Here's a recording of that webinar. Here is the presentation from March 26.

Here is a quick guide for participants new to Zoom.

And here are links to a variety of resources for dual enrollment students, instructors, and institutions.

We will continue posting additional material, including edited transcripts, at this link as it becomes available. Keep checking in!

https://www.careerladdersproject.org/problem-solving-moving-dual-enrollment-online-clp-webinar-series/

How to ask questions during the webinar

Use the chat function on zoom to type your question.

- **If you have a question for a panelist** indicate the college before your question. ex: *CHAFFEY How do you….?*
- **If you have a general question** regarding dual enrollment use the following notation: *GENERAL What are colleges….?*
- **If you have an approach** you'd like to share, let us know in the chat. ex: *"IDEA I (Your name) have an approach to the question regarding…."*
- **If you have a tech issue** use the following notation: "*TECH I can't hear."*

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Updates

- Most pressing challenges are the same as those being faced by all students and instructors
- Temporary Suspension of Student Withdrawal Regulations
  - Excused Withdrawal (EW)
- Hard to convert classes
  - Assessing viability
  - Updates on access to online, virtual lab platforms
- The California Virtual Campus - Online Education Initiative (CVC-OEI)
  - Canvas trainings - Online access resources

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Updates Cont.

- Temporary Suspension of Pass/No Pass Regulation
  - Students can elect Pass/No Pass outside of 30% window
- Technology resources
  - LinkSystems - NetTutor
  - Cranium Cafe
  - Labster - virtual lab platform supporting science-related disciplines
- NextGen Web Solutions - available at no cost to colleges

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Updates from the Chancellor's Office

Novel Coronavirus 2019 (COVID-19)

Our college communities are working tirelessly to help students and their families get through this crisis and they will play a critical role in our state's recovery. With all of us working together and following safety guidelines and procedures we can help keep Californians healthy.

The situation is continuing to evolve and we will update our information and resources daily.

NEW DEVELOPMENTS

COVID-19 (Novel Coronavirus) Update (PDF) - April 01, 2020 - Update No. 13

SUBSCRIBE AND CONNECT

Subscribe for daily COVID-19 SPECIAL UPDATES

Connect with us on Social Media to stay updated on the latest information.

Dual Enrollment Resources for the Response to COVID-19

Guidance from the California Community Colleges Chancellor's Office

The CCCCO has published Guidance on matters related to education for students, instructors, and colleges while the stay-at-home order is in effect. Of particular note for dual enrollment partners:

- Hard-to-Covert Courses
- Temporary Suspension of Withdrawal Regulations
- Clarification on Apportionment, Withdrawals, and Student Fee Refunds

Visit the state Health Department website for information about coronavirus disease (COVID-19).

Online Instruction - Tools

The California Virtual Campus - Online Education Initiative (CVC-OEI) has a number of resources and

Dual enrollment practitioners for today's webinar

Josh Pelletier

Supervisor of Student Outreach & CTE Transitions

FOOTHILL COLLEGE

Matthew Morin, Joe Vallejo, Nabil Torres

Admissions and Records/Intersegmental Partnerships

Chaffey College

CLP | Career Ladders Project

FOOTHILL COLLEGE

Josh Pelletier

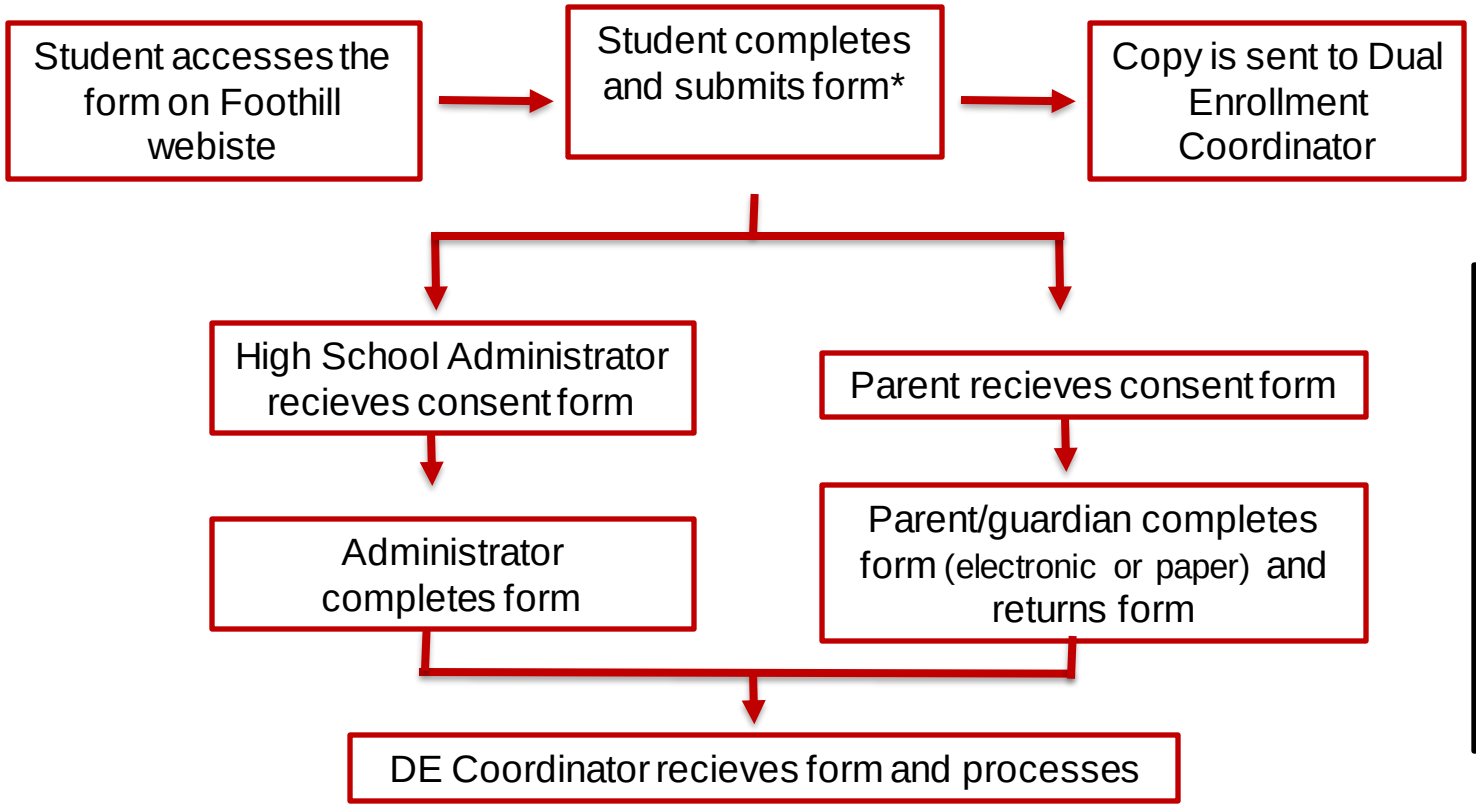
Supervisor of Student Outreach & CTE Transitions

FOOTHILL COLLEGE

- Foothill's spring quarter begins 4/13 (*pushed back from 4/6*)
- YouTube Application Support Video (*almost ready for sharing*)
- Replaced PDF Special Admit form with a Smartsheet electronic form
- Preparing for virtual everything—workshops, tours, tabling, panel presentations, and college events (like *Day on the Hill*)

FOOTHILL COLLEGE

Foothill Dual Enrollment Form Workflow



Parent/Guardian Consent Form

*Electronic Consent form is sent immediatelt to parent email

*Paper Consent Form is available at High School or online?

FOOTHILL COLLEGE

Smartsheets in Action

FOOTHILL COLLEGE

Additional Supports during WFH and Virtual & Online Instruction:

- Foothill Virtual Campus
- Continuity Plan
- Daily Staff and Faculty Briefings with President Thuy Nguyen

Questions?

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Chaffey College

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Admissions and Records/Intersegmental Partnerships

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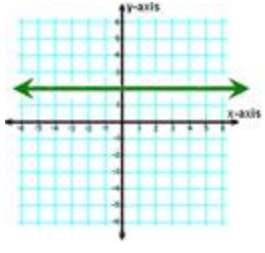
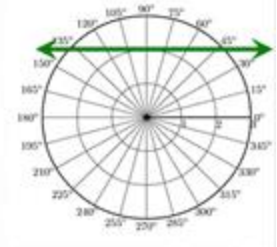
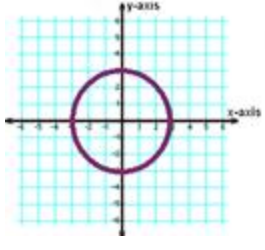
MANAGEMENT STRATEGY

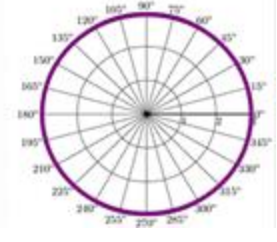
ROCKSTAR

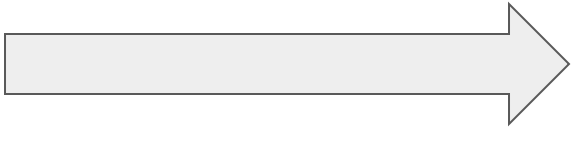
manager



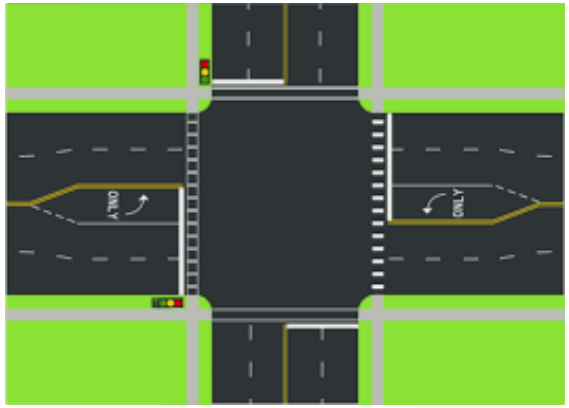








INTERSECTIONS AND INTERSECTIONALITY



POLICY

IMAGINE

LEADERSHIP A&R INTERNAL AUDITOR

TECHNOLOGY

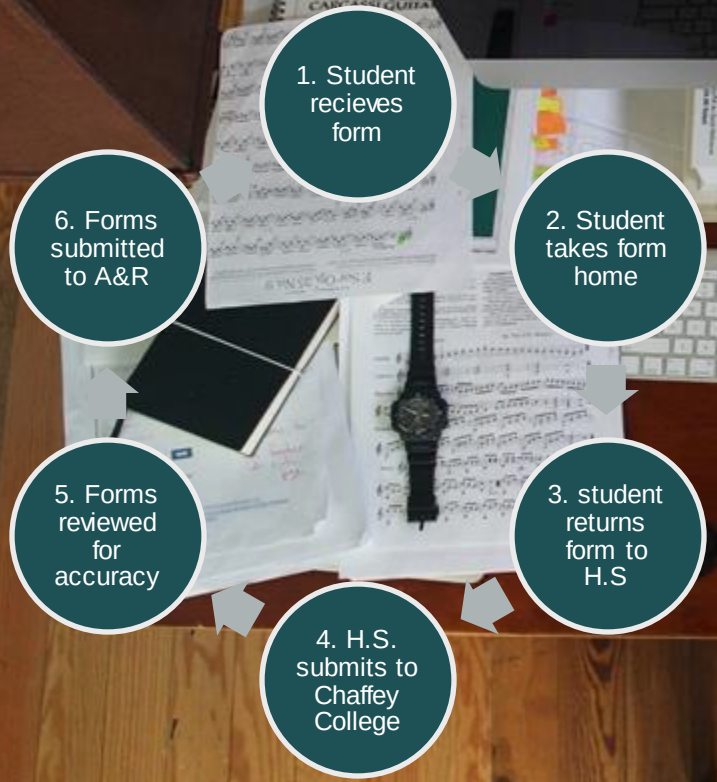
DIY AND USE I.T. SPARINGLY, FOR ONLY WHAT IS ESSENTIAL

PROCESSES

LEADERSHIP

I.T. COUNSELING I.R.

Current Paper Process Challenges



Common Issues

- Incomplete Forms
  - Search Colleague (S.I.S.)
  - Send forms back
  - Contact students
  - Explain errors
- Forms are not collected all at once
  - Reach out to H.S.
  - Drive to H.S.

Over a hundred hours spent resolving these issues each semester

Solution: Formstack Workflows

- Allows Dual Enrollment staff to focus on other tasks by:
  - Eliminating driving to 19 high schools for form pick-ups
  - Requiring students to complete Chaffey application first
  - Requiring students to submit completed legible forms
- Creates a streamlined paperless process
  - Student → High School Designee → Chaffey College
- Allows for more data collection
- Reduces lines for Admissions and Records Department
- Conservative saving of $30,000 workload per year

Online Dual Enrollment Process

Online Enrollment Agreement

- Formstack
- Official high school transcript submission (First time student enrolls)

Online Dual Enrollment Orientation

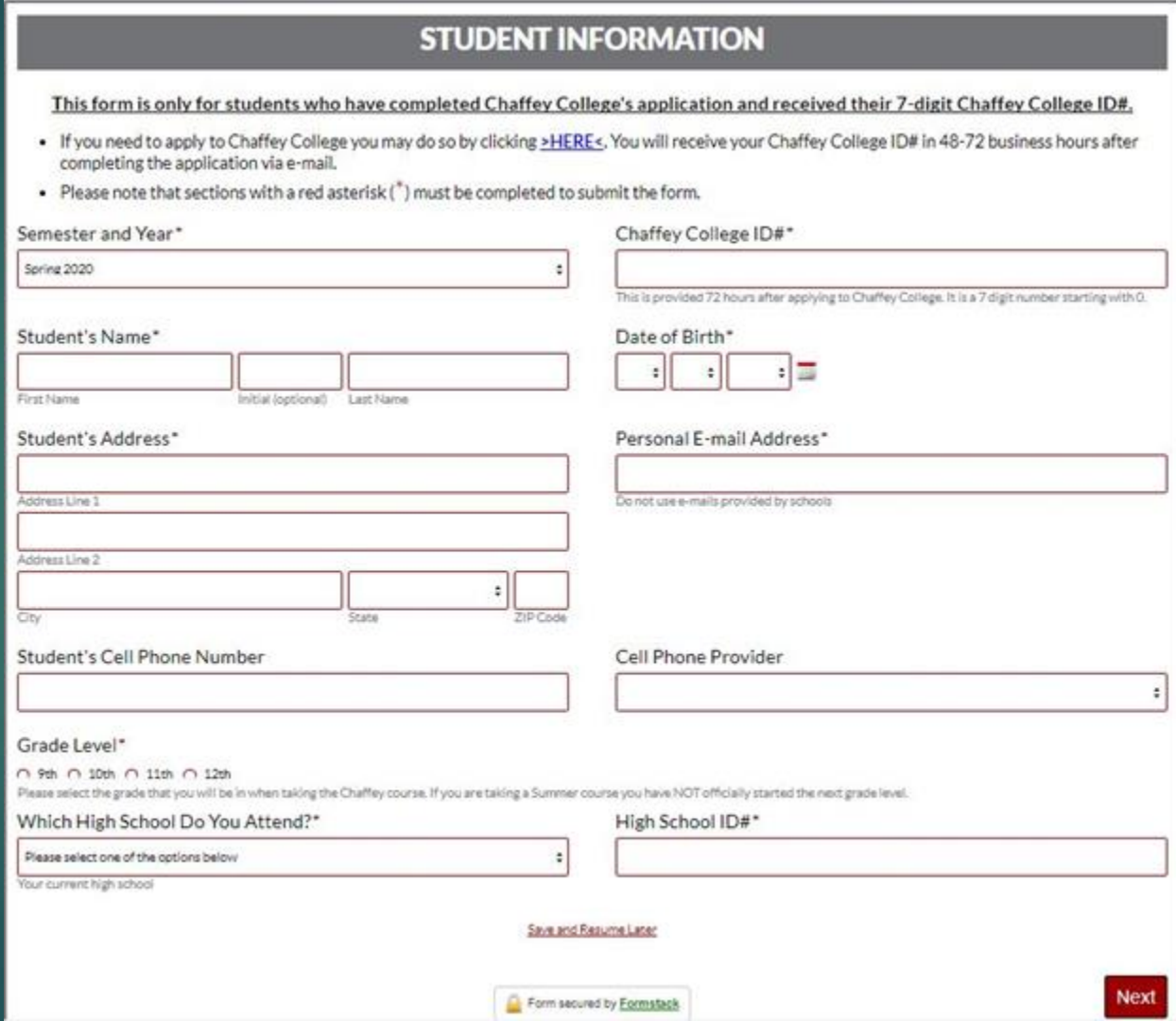
- Comevo

Online Intervention Counseling for High School Partnership (HSP) Students

- Progress Surveys sent to college faculty for HSP courses

Students' section has 6 parts

1. Student Information
2. Omnitrans Information
3. Recommended Courses
4. Student Agreement
5. Waiver Agreement
6. Emergency Information



STUDENT INFORMATION

This form is only for students who have completed Chaffey College's application and received their 7-digit Chaffey College ID#.

- If you need to apply to Chaffey College you may do so by clicking >HERE<. You will receive your Chaffey College ID# in 48-72 business hours after completing the application via e-mail.
- Please note that sections with a red asterisk (*) must be completed to submit the form.

Semester and Year*
Spring 2020

Chaffey College ID#*
This is provided 72 hours after applying to Chaffey College. It is a 7 digit number starting with 0.

Student's Name*
First Name | Initial (optional) | Last Name

Date of Birth*

Student's Address*
Address Line 1
Address Line 2
City | State | ZIP Code

Personal E-mail Address*
Do not use e-mails provided by schools

Student's Cell Phone Number

Cell Phone Provider

Grade Level*
9th 10th 11th 12th
Please select the grade that you will be in when taking the Chaffey course. If you are taking a Summer course you have NOT officially started the next grade level.

Which High School Do You Attend?*
Please select one of the options below
Your current high school

High School ID#*

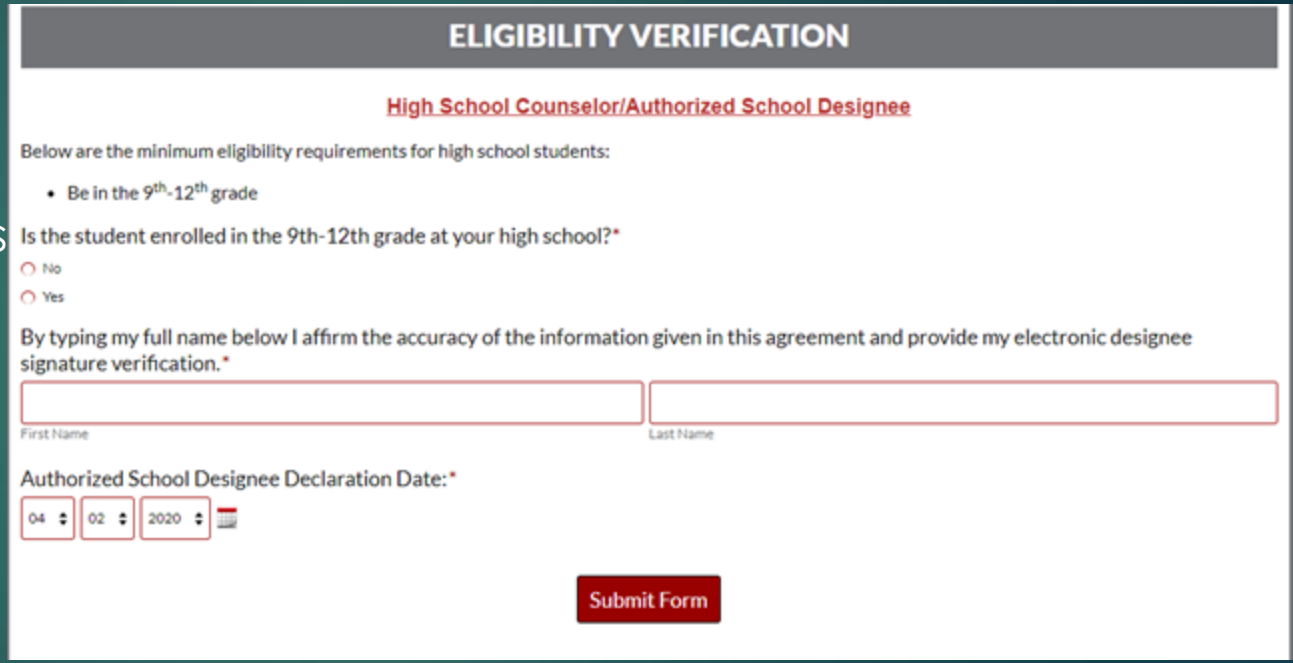
Save and Resume Later

Form secured by Formstack

Next

Designee's section has 3 parts

1. Student Information
   - cannot edit
2. Recommended Courses
   - can edit
3. Eligibility Verification



ELIGIBILITY VERIFICATION

High School Counselor/Authorized School Designee

Below are the minimum eligibility requirements for high school students:

- Be in the 9th-12th grade

Is the student enrolled in the 9th-12th grade at your high school?*

- No
- Yes

By typing my full name below I affirm the accuracy of the information given in this agreement and provide my electronic designee signature verification.*

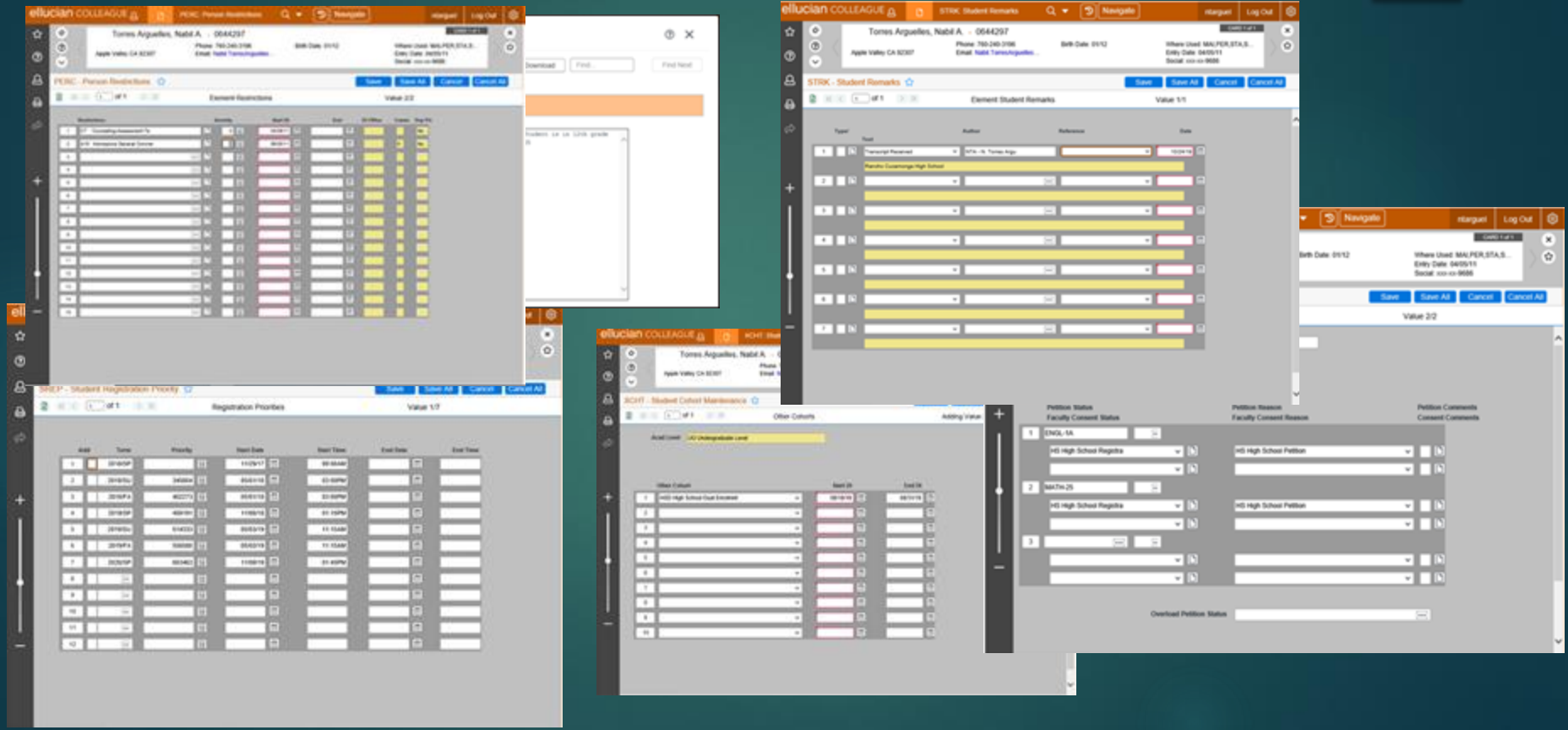
First Name | Last Name

Authorized School Designee Declaration Date:*

04 | 02 | 2020

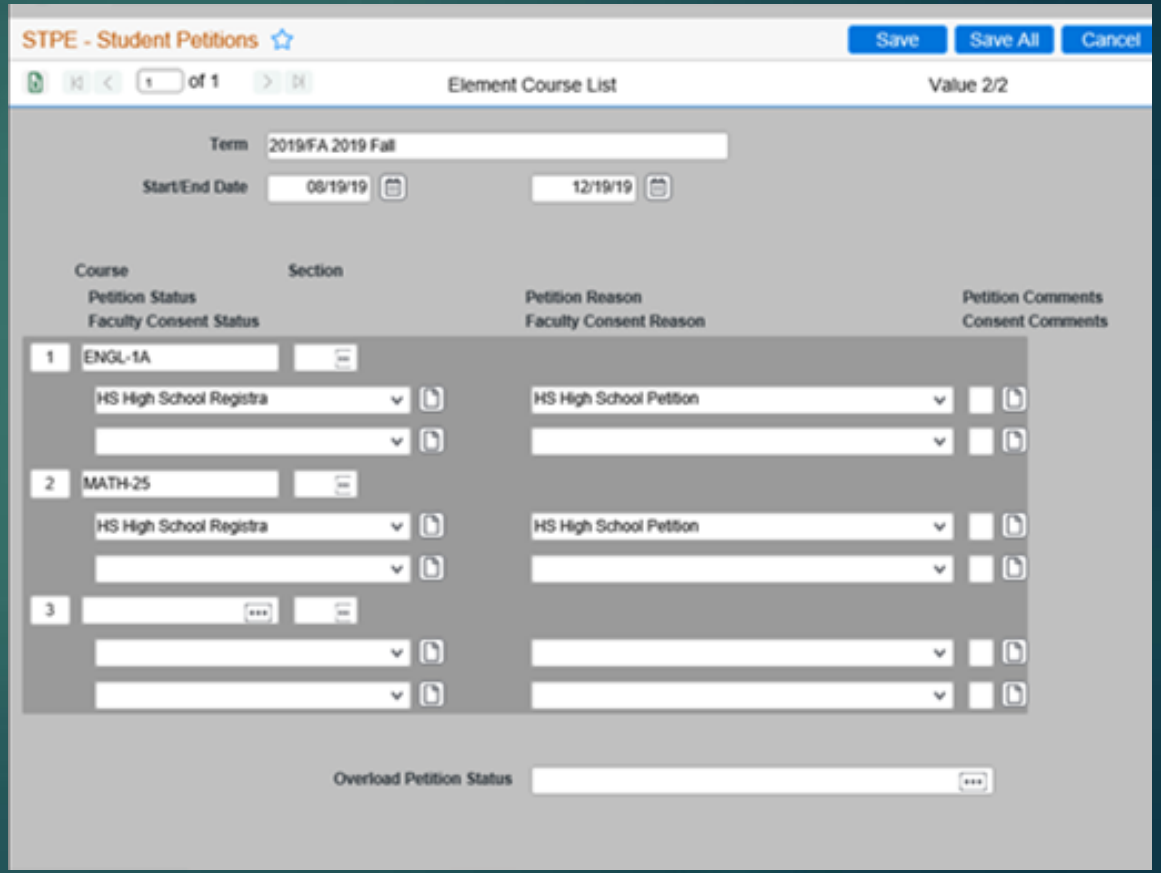
Submit Form

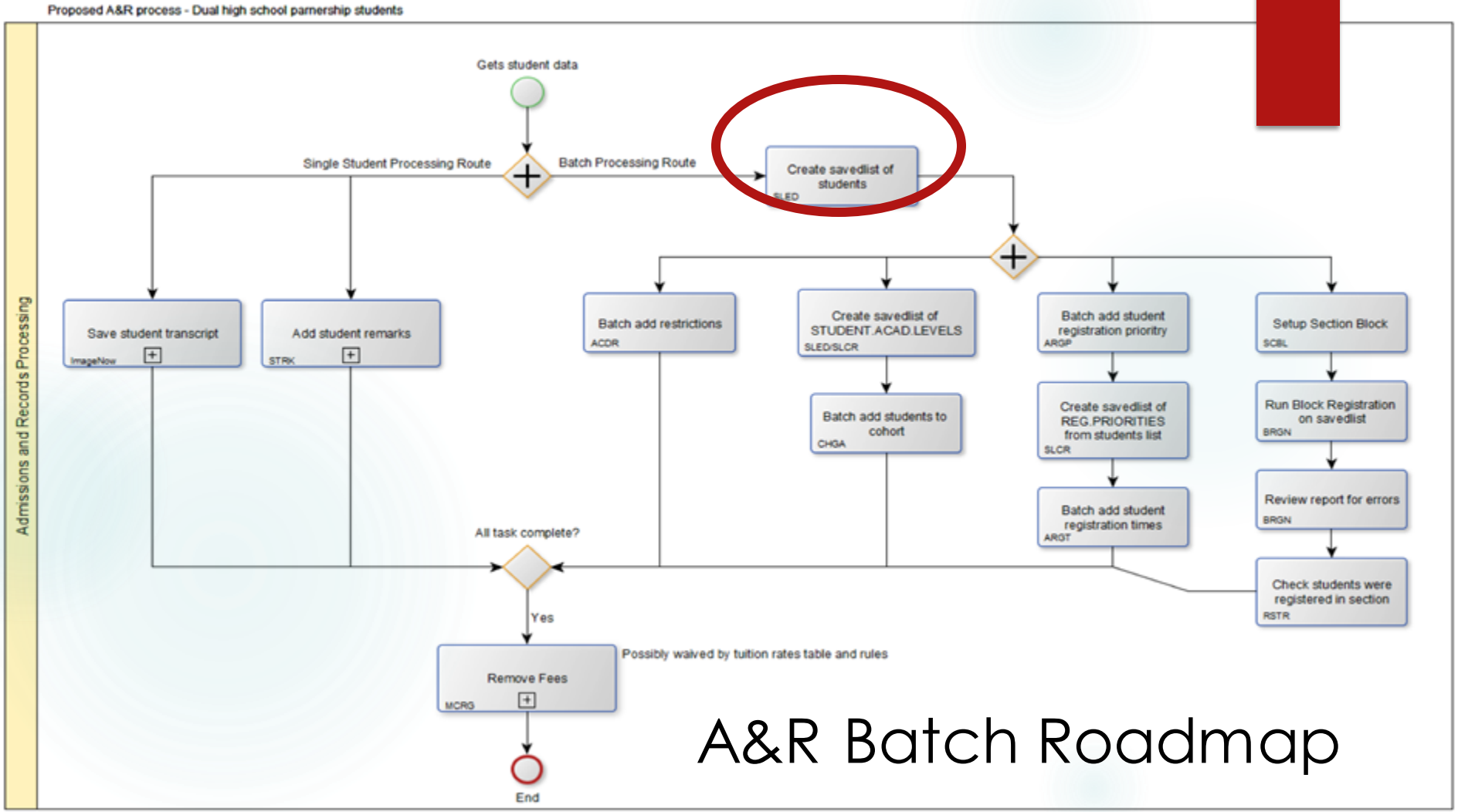
A&R Dual Enrollment Process



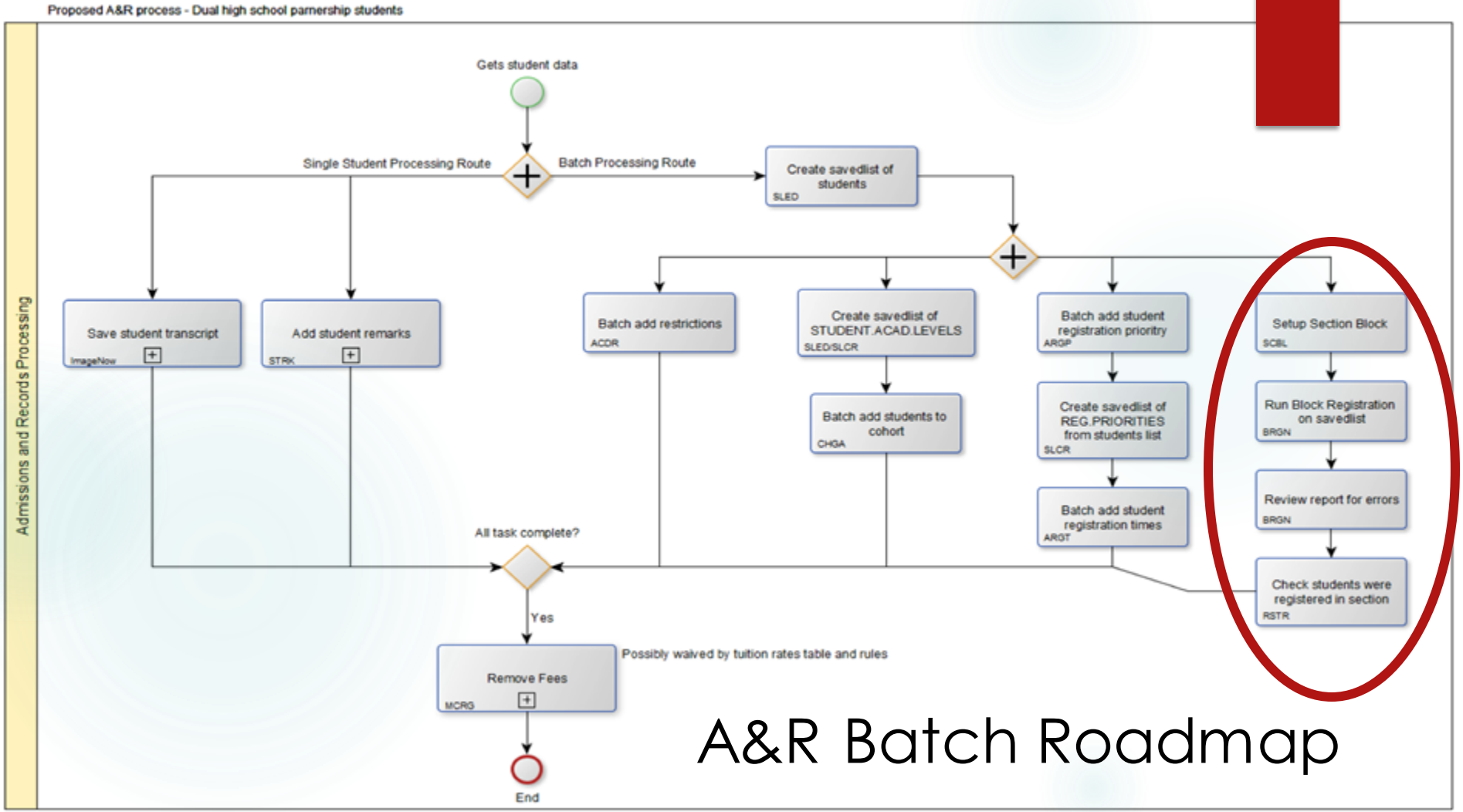
A&R Dual Enrollment Process

- PERC – "Received Dual Enrollment Agreement. Approved for: ENGL-1A and MATH-25"
- STRK – Received Transcripts
- SREP – Registration Date
- XCHT – Cohort
- STPE





A&R Batch Roadmap



A&R Batch Roadmap

Questions?

CLP | Career Ladders Project

Join us for the next webinar

Thursday, April 9th from 10 a.m. to 11 a.m.

Video, powerpoint and other resources will be emailed to you following today's webinar.

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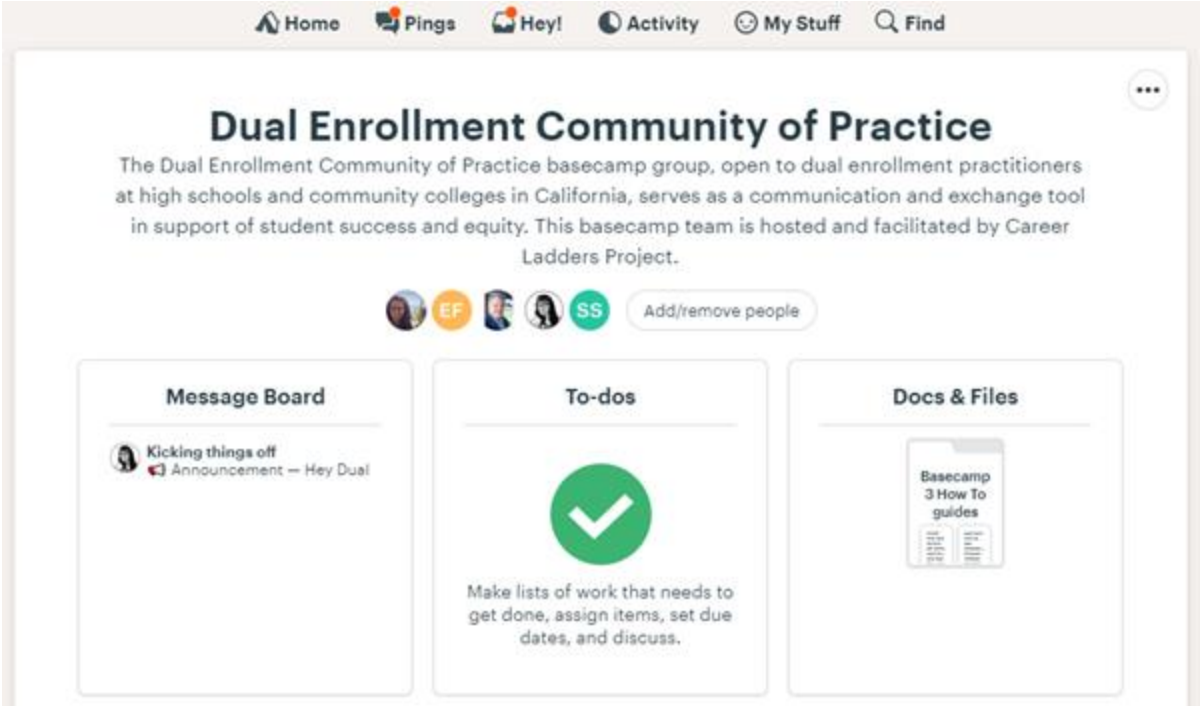
Join our BASECAMP Community of Practice

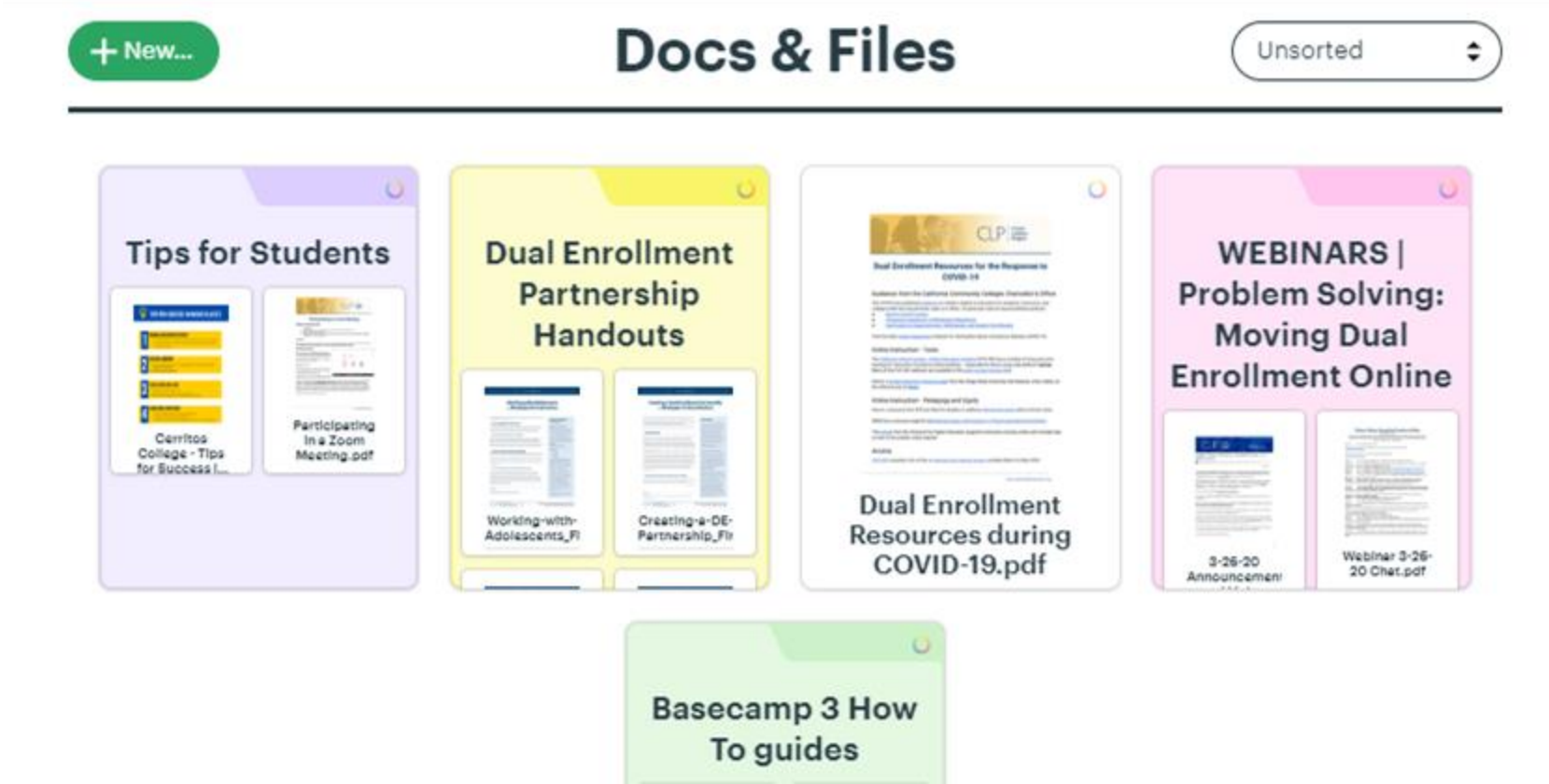


If interested in joining, please respond to our follow up email.

Basecamp Tutorial: https://youtu.be/su5xAZHF114

BASECAMP Features

BASECAMP Features Cont.



THANK YOU
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