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# Defining CTE Students

(in the context of the LaunchBoard)

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Bitly link to download: <https://bit.ly/CTE-SD-Imperial-DataResearch-080923>







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# **Depends on the context** **(even in LaunchBoard)**

**Strong Workforce Program (SWP) and 17% SWP  
Incentive Allocation**

**Community College Pipeline (CCP)**

**CTE Outcome Survey**

**Note: In Appendix, include slides on Earned 9+ CTE Units in SCFF  
and in Student Success Metrics (SSM) on LaunchBoard)**

# Strong Workforce Program (SWP) and 17% SWP Incentive Allocation: Who is Included as a SWP or CTE Student?

1. Enrollment in the system as a non-special admit student on a TOP06 code assigned to a vocational sector in at least one term in the selected year

Student who met all of the following criteria:

- **Has an enrollment in the system**

Has a value in the Student Enrollment Data Elements (SX) file

- **AND in a program area that is assigned to a vocational sector**

AND CB03 is assigned to a vocational sector

- **AND is enrolled as a non-Special Admit student in at least one term of the selected year**

WHERE [SB15 IS (1,2,3,5,X) in at least one term of the selected year

**What is a TOP code or program area assigned to a vocational sector?**

•Download either document to see which TOP codes are assigned to each sector as a [PDF](#) or in [EXCEL](#) (mapping done by WEDD at the CO under Doing What Matters framework and linked on the SWP and Community College Pipeline dashboards)



# Strong Workforce Program (SWP) and 17% SWP Incentive Allocation: Who is Included as a SWP or CTE Student (continued)?

2. AND had a **minimum credit enrollment** at the selected college in the selected year  
OR had a **minimum noncredit enrollment** at the selected college in the selected year on any TOP code EXCEPT on Tutoring or Supervised Skills (with pre- and post-COVID definitions)

- AND attempted at least 0.5 credit units in a single course on any TOP code at the selected college

AND [CB04 IN (C, D) AND SXD3 ≥ 0.5]

➡ **Minimum Credit:** on ANY TOP code – not restricted to vocational

- OR EITHER has 12 positive attendance hours in the selected year in noncredit courses not in Tutoring or Supervised Study Skills

OR [CB04 = N

AND CB03 NOT IN (493009, 493014)

AND SUM (SX05) ≥ 12 across all colleges

AND SX05 < 2000

WHERE GI03 is within the selected year]

➡ **Minimum Noncredit:** Pre-COVID definition where SX05 ≥ 12 on ANY TOP code EXCEPT 493009 or 493014

- OR enrolled in noncredit courses not in Tutoring or Supervised Study Skills in Spring term 2020 or in any term in academic year 2020-21 or 2021-22

OR [CB04 = N

AND CB03 NOT IN (493009, 493014)

AND Has a value in the Student Enrollment Data Elements (SX) file

WHERE GI03 is in (203, 204, 205, 206, 207, 208, 211, 212, 213, 214, 215, 216, 217, 218, 221, 222, 223, 224)]]

➡ **Minimum Noncredit:** Post-COVID definition where only noncredit enrollment on ANY TOP code EXCEPT 493009 or 493014

# Strong Workforce Program (SWP) and 17% SWP Incentive Allocation: Who is Included as a SWP or CTE Student (continued)?

3. AND count students at any college and on any TOP code assigned to a vocational sector where minimum credit enrollment requirement met OR noncredit enrollment in the selected year
- AND count students at any college and on any TOP code assigned to a vocational sector where a student took 0.5 or more units or noncredit courses the selected year

## Summary of SWP Students Definition:

- Enrollment required on a TOP code assigned to a vocational sector to be included at the college in the selected year as a non-special admit student for SWP
- BUT minimum credit and noncredit enrollment requirements are NOT required on a TOP code assigned to a vocational sector in order to align SWP and CCP dashboards
- AND SWP students are counted at any college and on any TOP code assigned to a vocational sector where minimum credit enrollment requirement met or has a noncredit enrollment

## Community College Pipeline (CCP):

- ➔ For CCP, enrollment required on ANY TOP code to be included at the college in the selected year but can filter on CTE programs
- ➔ Same in CCP
- ➔ For CCP, students are counted at any college and on ANY TOP code where minimum credit enrollment requirement is met or has a noncredit enrollment

# Two Caveats Related to TOP codes for determining SWP or CTE Students

- 1. Every TOP code flagged with "\*" in the [Taxonomy of Programs Manual](#) are included as a **"TOP code assigned to a vocational sector"** with ONE additional TOP code included as a vocational TOP code but NOT flagged with an "\*"
  - 083600 Recreation, which is NOT flagged as "\*", is assigned to the Education and Human Development sector in SWP
  - TOP codes are only assigned to a vocational sector at the TOP06 level
- 2. However, some TOP codes are NOT included in the Taxonomy of Programs Manual on the CO website that continue to be populated with data for metrics displayed on LaunchBoard for SWP or CCP
  - Therefore, LaunchBoard has a full [TOP Table for LaunchBoard](#) with any TOP code (including inactive) on which FERPA suppressed data would be displayed
  - The TOP table would be updated with any data that appeared in the ingested MIS files for dashboard builds on additional TOP codes

| top_code | top_title     | top4_code | top4_title    | top2_code | top2_title                        | TOP_VE_STATUS | is_cte | is_vocational | sector_id | sector  |
|----------|---------------|-----------|---------------|-----------|-----------------------------------|---------------|--------|---------------|-----------|---|
| 010300   | Plant Science | 010300    | Plant Science | 010000    | Agriculture and Natural Resources | *             | 1      | 1             | 3         | Agriculture, Water and Environmental Technologies |
| 083600   | Recreation    | 083600    | Recreation    | 080000    | Education                         |               | 0      | 1             | 5         | Education and Human Development                   |



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# CTE Outcome Survey: who is included as credit and noncredit CTE students?

## WHO WILL BE INCLUDED IN THE SURVEY?

In general, the cohort of students will include former Career Education students who met the following criteria and stopped taking courses at the college approximately 1.5 to 2 years prior to the current survey year. The cohort includes:

1. **Completers:** Have received a vocational/CE award that is Chancellor's Office approved and enroll in 0-5 units each semester the next year (not enrolled or only minimally enrolled).
2. **Terminal Certificates:** Received a vocational/CE award of at least 6 units that is not Chancellor's Office approved (such as certificates with less than 12 units) and are not enrolled the following year.
3. **Skills Builders:** Have completed 9 units that are SAM coded A-D. with at least one course SAM coded A-C (within the prior 3 years), have not received a vocational/CE award of 6 or more units, and are not enrolled the following year.

## CAN WE INCLUDE OUR COLLEGE'S NON-CREDIT STUDENTS?

Non-credit student populations are automatically included. A separate non-credit report is generated for all colleges with participating non-credit programs if more than five students provide both pre-and-post wage data.

From FAQ on SJRC website for CTEOS: <https://cteos.santarosa.edu/faqs>

Q & A



# Appendix Slides for Earned 9+ CTE Units

# Earned Nine or More CTE Units in SCFF and in LaunchBoard: Who is Included?

**SCFF:** [SCFF metric definitions on CO website](#)

**LaunchBoard:** [Student Success Metrics \(SSM\) Metric Definition Dictionary](#)

SM 402Sx Students in Selected Student Journey Who Earned Nine or More Career Education Units Within the District in a Single Year

| Definition   | Data Element(s)   | Detail   | Criteria   |
|--|---|--|--|
| <b>Nine or More CTE Units</b><br><br>Headcount of students by district who successfully completed the equivalent of nine or more CTE units with grades equivalent to C or better within the district in the reporting year | GI01 DISTRICT-COLLEGE-IDENTIFIER<br>GI03 TERM-IDENTIFIER    | In district<br><br>In reporting year   | Students who meet all of the following criteria are counted:<br><br>Where sum of units earned for records in the Student Enrollment (SX) file at colleges in the district for any term in the reporting year where course SAM code is A, B, or C or course TOP code is identified as vocational and grade is A, B, C, P, IA, IB, IC, or IPP is equal to or greater than the equivalent of 9 semester units |
|  | CB09 COURSE-SAM-PRIORITY-CODE<br>OR<br>CB03 COURSE-TOP-CODE | CB09 = A, B, or C<br>OR<br>CB03 identified as vocational   |  |
|  | SX04 ENROLLMENT-GRADE                                       | First character in A, B, C, or P<br>OR<br>first two characters in IA, IB, or IC<br>OR<br>IPP           |  |
|  | SX03 ENROLLMENT-UNITS-EARNED                                | Sum of SX03 ENROLLMENT-UNITS-EARNED in district in reporting year<br>>= equivalent of 9 semester units |  |

|                 |   |
|-----------------|---|
| Description     | Among students in selected student journey, the proportion who successfully completed nine or more career education semester units in the selected year within the district   |
| Data Element(s) | <a href="#">CB03 Course-TOP-Code</a><br><a href="#">CB09 Course-SAM-Priority-Code</a><br><a href="#">GI03 Term-Identifier</a><br><a href="#">SX03 Enrollment-Units-Earned</a><br><a href="#">SX04 Enrollment-Grade</a>  |
| Calculations    | Students who met all of the following criteria: <ul style="list-style-type: none"><li>• <b>Convert quarter units earned in the district in the selected year to semester units</b><br/>Multiply SUM (SX03) for quarter units earned in the district by 0.667 to equate to semester units</li><li>• <b>AND earned passing grades in nine or more semester units in the district eliminating 8888 and 9999 values at the course level</b><br/>AND [SUM (SX03) for those courses<br/>WHERE First character of SX04 IN (A, B, C, P) AND<br/>SX03 &lt; 50] ≥ 9 units in the district</li><li>• <b>WHERE the nine or more semester units earned within the district were considered CTE per SCFF definition</b><br/>AND [CB03 = "*" in TOP_VE_STATUS table<br/>OR CB09 IN (A, B, C)]</li><li>• <b>AND in the selected year in the district</b><br/>AND WHERE GI03 is within the selected year</li><li>• <b>AND include student at every college in the district in which the student is enrolled in the selected year</b></li></ul> |
| Denominator     | <ul style="list-style-type: none"><li>• <a href="#">SM 101</a> Short-Term Career Ed Students Enrolled in the district in the Selected Year</li><li>• <a href="#">SM 121</a> Undecided/Other Students Enrolled in the district in the Selected Year</li><li>• <a href="#">SM 122</a> All Students Enrolled in the district in the Selected Year</li></ul>  |



# Earned Nine or More CTE Units in SCFF and in LaunchBoard: Who is Included (continued)?

## 1. Same student universe for SCFF and All Students journey in SSM

- For SCFF and Student Success Metrics (SSM) Snapshot View: record or enrollment in the SX file as a non-special admit student in the year
  - NOTE: In the SSM snapshot view, the metric Earned 9+ CTE Units is available for the following student journeys: Short-Term Career Education, Undecided/Other and All Students journeys (as noted in the denominator)

| Journey Type  |   |
|---|---|
| All Students  | ▲ |
| Adult Education/English as a Second Language Students | ▲ |
| Short-Term Career Students                            |   |
| Degree/Transfer Students                              |   |
| Undecided Students                                    | ▼ |

## 2. BUT different method for identifying students: SCFF vs LaunchBoard

- Derived intersegmental key (last, first, DOB, gender) vs MIS student identifier (SB00)
  - Proper de-duplication
  - Consistency across dashboards in LaunchBoard
  - Allows for tracking students across regions
    - Note: If student ID is not SSN, then same student may have a different student ID at different colleges and different districts
  - Recognize chance for identifier clashes (happens in very low rates – 0.5%)

# Earned Nine or More CTE Units in SCFF and in LaunchBoard: Same definition for "earned" and ""CTE"

## SCFF:

| Data Elements  | Detail   |
|--|--|
| GI01 DISTRICT-COLLEGE-IDENTIFIER                         | In district <span>3</span>   |
| GI03 TERM-IDENTIFIER                                     | In reporting year <span>3</span>   |
| CB09 COURSE-SAM-PRIORITY-CODE<br>OR CB03 COURSE-TOP-CODE | CB09 = A, B, or C OR CB03 identified as vocational <span>2</span>  |
| SX04 First character ENROLLMENT                          | First character in A, B, C, or P GRADE OR first two characters in IA, IB, or IC OR IPP <span>1</span>              |
| SX03 Sum of SX03 ENROLLMENT                              | Sum of SX03 ENROLLMENT-EARNED UNITS in district in reporting year >= equivalent of 9 semester units <span>1</span> |

## LaunchBoard:

- Convert quarter units earned in the district in the selected year to semester units

Multiply SUM (SX03) for quarter units earned in the district by 0.667 to equate to semester units

- 1
- AND earned passing grades in nine or more semester units in the district eliminating 8888 and 9999 values at the course level  
AND [SUM (SX03) for those courses  
WHERE First character of SX04 IN (A, B, C, P) AND  
SX03 < 50] = 9 units in the district
- 2
- WHERE the nine or more semester units earned within the district were considered CTE per SCFF definition  
AND [CB03 = "\*" in TOP\_VE\_STATUS table  
OR CB09 IN (A, B, C)]
- 3
- AND in the selected year in the district  
AND WHERE GI03 is within the selected year
  - AND include student at every college in the district in which the student is enrolled in the selected year