Student Completion and Tracking Project (SCAT)

For 2010-2011

Mountain Empire Community College
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Some students, who complete all the requirements to graduate, do not always apply to graduate. In some cases, a student who enrolled in an associates program, though he or she has not completed it, has completed a certificate program. Originally, the Institutional Research Analyst created an SAS program to locate students who had taken some or all of the class requirements by plan. These results in Excel spreadsheets were sent directly to the faculty. One problem with this process was that the Excel spreadsheets would contain up to 26,000 student records that the faculty would have to narrow down to identify students.

In an effort to assist the faculty, a grant-funded, part-time employee was hired to update the SAS program and narrow down the Excel spreadsheets into a condensed file of students who were found to have met the requirements for graduation and students who were close to completion. This much smaller database would then be sent to the deans and faculty for follow-up on graduation applications and recruiting. The first year for this part of the project, Student Completion and Tracking (SCAT), was the 2010-2011 academic year.

The SCAT project is also beneficial to students. For students near completion and contacted by faculty in recruiting efforts, knowing how close he or she is to finishing, may motivate that student to return and finish. Upon completion, he or she will then have a degree or certificate. For students who have met all the plan requirements, those students are then eligible to graduate with a certificate or associate's degree. Having the official documentation is beneficial to students who include it in his or her resume or job application. In today's job market, higher education can make a difference in being hired, being promoted, and earning a higher salary in his or her current job.

In order to locate the students who have completed or who are close to completion, the class requirements were used in a SAS program to locate the various students.

1. Plan requirements (listing of classes and grade criteria) were used to update a SAS program. The Transfer Associate Degrees were not included at this time due to a similar report Admissions/Records runs for the General Education Certificate and that many Transfer Degree students transfer long before receiving an Associate Degree.
2. The IR Analyst ran the programs and returned data in an Excel database. The database would show by student ID, the classes taken within the plan, if the student had already graduated with that particular AAS, Certificate, or CSC, and any classes lacking in the curriculum.
3. The databases were narrowed down to those who are have completed requirements; and those who were within a few classes (typically no more than 4 classes and/or 15 credit hours) and attending MECC within the last 3 years (or less depending upon plan creation and eligibility). Notations were made if the student had received another degree in prior years as many students return for additional education.

4. Once the student databases (by plan) were narrowed down, a Degree What-If report for the student for that particular plan was reviewed to determine eligibility (GPA requirements, number of transfer credits, electives, and possible class substitutions).
5. After adding any comments that would help the faculty with either knowing which students had completed or were close to completion, the final databases would be sent to the Academic deans to distribute the findings to the faculty. The staff would have a list of those eligible to apply for graduation and a list of students close to graduating (which has been used for recruiting purposes by faculty).

The first year of the project started in December 2010 and ended in May 2011. The part-time employee, hired in part for this project, spent approximately 16.5 weeks (496 hours) on the project. In addition, the IR Analyst spent approximately 10 hours on the project.

Some students were close to completion in multiple plans and all options were relayed to the faculty. This was also true for some of the students who had completed but not applied to graduate. The results summarized in this report include only one plan per student.

Results:

For students who have completed all plan requirements:

Completion	**Number of Students**	**Percent of Students who Graduated**
Students who completed, but not graduated:	183	-
Graduated from Spring 2011 – Spring 2012	105	57%

For students who are near completion of plans:

Tracking	**Number of Students**	**Credit hours**
Students near completion	777	5556
Students near completion & have prior degree awarded	115	743
Total students near completion	892	6299

Since identified of being near completion:	**# Graduated**	**% Graduated**	**# Still Attending**	**% Still Attending**
Students near completion (777)	125	16.1%	123	15.8%

Completion

Students Identified as eligible to graduate and those who did graduate within 1 year (Spring 2011 – Spring 2012).

Plan	Plan Description	# Identified as Ready to Graduate	# of those Identified, Actually Graduated	% of Identified Students, Actually Graduated
156 Total*	Nursing RN	0	6	0%
157 Total	Nursing LPN	2	2	100%
202 Total	Accounting	1	0	0%
212 Total	Business Administration	6	5	83%
218 Total	Clerical Assistant	12	4	33%
222 Total	Computer Software Specialist	0	2	0%
260 Total	Paralegal	0	2	0%
261 Total	Legal Office Assisting	0	2	0%
285 Total	Medical Office Coding & Procedures	4	4	100%
298 Total	Administrative Office Support	1	1	100%
298-02 Total	Medical Office Specialist	1	3	300%
406-01 Total	ADJ-Corrections Option	4	1	25%
406-02 Total	ADJ-Law Enforcement Option	1	0	0%
462 Total	Corrections Science	1	3	300%
464 Total	Police Science	2	1	50%
697 Total*	General Studies	0	3	0%
726-01 Total	Electromechanical Technology	3	4	133%
729 Total	Computer-aided Drafting/Design	2	1	50%
828-02 Total	Water/Wastewater	0	6	0%
839 Total	Forest Science	0	2	0%
903 Total	Air Conditioning Refrigeration	4	2	50%
221-151-02 Total	Phlebotomy	6	2	33%
221-157-06 Total	Nursing Assistant	2	0	0%
221-190-01 Total	Health Sciences	48	21	44%
221-190-07 Total	Pharmacy Aide	4	3	75%
221-203-02 Total	Accounting	1	0	0%
221-212-24	Small Business Management	1	1	100%

Total				
221-260-01 Total	Legal Office Assisting	4	0	0%
221-285-73 Total	Medical Records Technician	0	1	0%
221-286-01 Total	Medical Transcriptionist	18	9	50%
221-299-01 Total	Software Development I	5	3	60%
221-382-01 Total	Forestry	2	0	0%
221-636-04 Total	Child Development	11	0	0%
221-636-06 Total	Child Dev.-Pre-school option	7	2	29%
221-828-67 Total	Water Plant Operator	1	0	0%
221-828-68 Total	Wastewater Plant Operator	8	1	13%
221-903-10 Total	Air Condition & Refrigeration	6	2	33%
221-941-01 Total	Electricity	9	6	67%
221-995-01 Total	Welding	6	0	0%
	Total All	183	105	57%

*Plans 156 and 697 were not included as part of SCAT. Students were identified as ready to graduate in other plans, graduated in 156 or 697 instead.

Tracking

Students found to be near completion in the following plans.

Program Description	# of Students Near Completion	# of Students Since Graduated*	# of Students Still Attending	% Students Near Completion **
Accounting Cert/CSC Total	4			0%
Administration of Justice Cert Total	55	4	15	35%
Administrative Correspondence Specialist CSC Total	15	2	3	33%
Air Conditioning & Refrigeration Total	48		6	13%

AST/Medical Office Spec AAS Total	2	2		100%
Business Mgmt. AAS/Small Bus Mgmt. CSC Total	15	2	2	27%
CADD AAS Total	6	1	1	33%
Child Development CSC Total	41	1	8	22%
Clerical Assistant Cert Total	31	10	3	42%
Computer Networking AAS Total	6	3		50%
Computer Soft Spec AAS Total	1	1		100%
Computer Soft Spec CSC Total	7	1	1	29%
Computerized MFG (Electromechanical) Total	7	5	1	86%
Corrections/Law Enforcement CSC Total	8	2	2	50%
Corrections/Police Science AAS Total	7	4	2	86%
EMT AAS & CSC Total	9	1	2	33%
Env. Science/Water/Wastewater AAS & CSC Total	20	2	5	35%
Forest Science AAS/Forestry CSC Total	15	2	2	27%
Health Science CSC Total	152	29	23	34%
Help Desk CSC Total	2			0%
Industrial Maintenance Cert Total	2			0%
Industrial Supervision CSC Total	3	1		33%
Information Systems Technology CSC Total	12	2	2	33%
LPN Cert Total	5			0%
Machinery Maintenance CSC Total	11	2	1	27%
Medical Office Coding & Procedures Total	17	11	2	76%
Medical Records/Transcriptionist Total	42	14	5	45%
Nursing Assistant Total	26	3	6	35%
Paralegal AAS/Cert/CSC Total	77	7	13	26%
Pharmacy Aide CSC Total	36	6	5	31%
Phlebotomy Total	36	2	6	22%
Software Dev. I/II CSC Total	26	4	5	35%
Welding Cert/CSC Total	30		1	3%
Wildlife Enforcement CSC Total	1		1	100%
Word Processing CSC Total	2	1		50%
Grand Total	777	125	123	32%

* Students who graduated are listed by the plan that they were closest to completing, not the actual plan graduated in. For example, one student graduated with an AAS in Nursing (156) but was identified as close to completion in Health Sciences CSC (221-190-01) and was included in the Health Sciences CSC.

** Percent of students close to completion after subtracting those who have graduated and those still attending MECC.