

2020-2021
Unit Annual Report
Division of Academic Affairs

Unit: Early College and Dual Enrollment

There are amended instructions throughout this document to reflect the special circumstances of this academic year (AY20-21). You will find these in red. As an institution and as departments we have learned that we can use our creativity to deliver services and learning even in the most difficult of circumstances. This year's annual report should also serve as a memorialization of the lessons learned.

I Mission and Goal/Outcomes Statement:

Provide overall Mission/Goal Statement for your unit.

The mission of Fitchburg State Early College and Dual Enrollment is to provide college credit-bearing opportunities to high school students with the goals of fostering partnerships among educational institutions in the local community, increasing regional students' exposure to and engagement with Fitchburg State, and increasing college access and success among underserved and diverse students.

II Personnel:

List all staff and note all personnel changes that occurred during 20-21.

<u>Name</u>	<u>Position</u>
N/A	

III Facilities/Equipment:

List any new facilities/equipment/software etc. acquired during 20-21.

N/A

IV Budget Expenditure Analysis:

Was the budget expended as planned? Were additions/changes made, and if so, explain.

Please note any changes that resulted from the pandemic.

The budget for Early College was implemented as expected. Strategic Funding in the amount of \$16,722 was ear marked to support offering two Early College contract courses during the fall semester as well as other courses and enrollments throughout the academic year. In addition to University funds, Dual Enrollment was also supported by \$40,000 from MA DHE's Commonwealth Dual Enrollment funding. This was used to support contract courses held during the spring and summer, to provide course scholarship support for 22 University Dual Enrollments during the spring semester, as well as to provide \$6,000 to support salaries for program administration. The University also received \$58,320 in Early College Reimbursement Funding based on the number of credits in which Early College students were enrolled in the Fall and Spring Semesters. These funds were used to support contract courses and buy-in seat scholarships for Early College students throughout the academic year, and to provide approximately \$25,000 of salary support for program administration.

V Programs/Activities:

List major campus activities, events etc. that the office participated in/supported; committees served; community outreach; etc. List events provided to current and prospective students. Also, provide professional development of all staff. *Please note which, if any, of these activities occurred specifically as a result of, or in response to, the pandemic*

3 Summer Early College Courses in Summer 2020 with total enrollment of 72 students

3 Early College Fall Cohort Courses for 56 students and an additional 13 Early College enrollments for a total of 69 Early College Students for Fall 2020.

3 Early College Spring Cohort Courses for 46 students with an additional 14 Early College enrollments for a total of 60 Early College students.

Total Early College Enrollments- 187 Strategic Plan Goal- 140-240 (Pg. 15)

1 Commonwealth Dual Enrollment Spring cohort course with 8 students

University Dual Enrollment served 24 students in Fall 2020 for 226 total credits and in Spring 2021 served 23 students for 194 credits.

6 CDEP and Early College courses are in various stage of recruitment and implementation for Summer of 2021 with a target of 75 student enrollments.

VI Action Plan for 2020-21:

(Insert Action Plan for 20-21)

Planned Initiatives for 2020-2021	Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2	Indicate if a DEI initiative
Implement Early College cohort Writing I and Writing II course sequence	Goal 2, Strategy 4 Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3	Yes
Develop and Launch Early College Education Pathway	Goal 2, Strategy 4 Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3	Yes
Develop and Launch Early College Business Administration Pathway	Goal 2, Strategy 4 Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3	Yes
Develop and Submit Proposal for Commonwealth Dual Enrollment Program Funding	Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3	No

VII Assessment Report for 2020-21

Were the Action Plan objectives met? Provide in list or table format that parallels item VI above.

Please note any changes to the plan that occurred as a result of the pandemic.

Planned Initiatives for 2020-2021	Was Action plan Objectives met?	Status Update
Implement Early College cohort Writing I and Writing II course sequence	Yes	Cohort course sequence was successful with 18 Fall and 21 Spring semester students
Develop and Launch Early College Education Pathway of EDUC 1005 and SPED 1001	Yes	Education Pathway courses successfully ran with 14 Fall and 7 Spring semester students
Develop and Launch Early College Business Administration Pathway of BSAD 2040 and BSAD 2030	Yes	Business Administration Pathway courses successfully ran with 23 Fall and 20 Spring semester students
Develop and Submit Proposal for Commonwealth Dual Enrollment Program Funding	Yes	CDEP Proposal Funded for \$40,000

VIII Other Accomplishments:

List accomplishments not already captured above.

Please note which, if any, of these accomplishments are related specifically to your department's response to the pandemic.

Accomplishments related specifically to COVID Pandemic response are noted with an asterisk*

-As a response to pandemic and to increase administrative efficiency developed and implementation a fully electronic registration process for grant funded courses using the Dynamic Forms platform*

-In coordination with University Administration and Finance Team worked to establish and implement Early College ORG code to improve program expense tracking

-Secured through North Central Massachusetts Community Foundation grant competition proposal \$28,000 for Early College scholarships for students matriculating at Fitchburg State. 6 renewable scholarships awarded during fall of 2020 to Fitchburg State first year students

-Launched, updated and maintained North Central Massachusetts Early College Academy Website at: <https://www.ncmearlycollege.com/>

-Presented on panel discussion on "Leadership in COVID" at the 2020 Massachusetts State Wide Early College Virtual Convening by MA DESE and DHE*

-Department represented on the University NECHE Standard 4 Sub-Committee

-Department represented on the University Open Educational Research (OER) Committee

-Department represented on the University Corporate and Community Working Group

-Department represented on and lead the facilitation of the North Central Massachusetts Early College Consortium Partnership Advisory Board

IX Action Plan 2021-2022:

<p>Planned Initiatives for 2021-22 Add more rows as needed</p>	<p>Associated Strategic Plan Goal & Strategy Goal # followed by Strategy # ex: 3.2</p>	<p>Indicate if a DEI initiative</p>
<p>Develop and submit Early College Designation Application for partnership with Ayer-Shirley High School</p>	<p>Goal 2, Strategy 4 Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3</p>	<p>Yes</p>
<p>Develop and submit Early College Designation Application for partnership with Narragansett Regional High School</p>	<p>Goal 2, Strategy 4 Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3</p>	<p>Yes</p>
<p>Develop and submit Early College Designation Application for partnership with Athol High School</p>	<p>Goal 2, Strategy 4 Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3</p>	<p>Yes</p>
<p>Increase alignment with School of Education Fitchburg Educators Academy Program to enhance University efforts at recruiting a diverse teacher workforce</p>	<p>Goal 2, Strategy 4 Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3</p>	<p>Yes</p>
<p>Develop and Submit Proposal for Commonwealth Dual Enrollment Program Funding</p>	<p>Goal 3, Strategy 1 Goal 5, Strategy 1/3 Goal 6, Strategy 3</p>	<p>No</p>

Updates to the Action Plan may be submitted via a revised Annual Report.

X Reflection:

Take this section to reflect on--

- 1) Initiatives that you may be considering for 22-23 academic year that you did not already capture above.

We are considering the possibility of offering free Summer Dual Enrollment experiences to students in the University prospect pool to investigate if this is a viable method for increasing undergraduate enrollment at the University.

2) Reflect on how the department adapted to the pandemic. Reflect on actions that surprised you and on lessons learned that will help in the future.

The department adapted to the pandemic by moving the Dual Enrollment and Early College Programs to a remote format. This included all stages of the programs from course work, to administrative processes, recruitment, program orientation, as well as the partnership building and maintenance of the Early College Consortium. For the most part these efforts have continued, and very few program initiatives were cancelled or substantially altered due to the pandemic. On-campus experiences were curtailed and this has required reevaluation of the essentiality of these experiences to the impact of the program. The pandemic has also allowed a better understanding of how online and remote instruction is received by pre-college students in credit bearing courses. By and large new modalities have been well received by students although from the start of the pandemic we did not offer fully asynchronous online courses to any of our cohort groups. The majority of students have responded well to the online components of the courses. In some cases, students were quite eager to use and have faculty use all of the utilities of Blackboard as they are well prepared for such a system based on the growing use of K-12 LMS such as Google Classroom.