



# Performance Monitoring Report: Non-credit Programming

September 15, 2020

## Non-credit Programming Purpose

To provide training and education to upgrade the occupational skills of individuals and the business and industry work force and provide community services and avocational or self-enrichment activities.

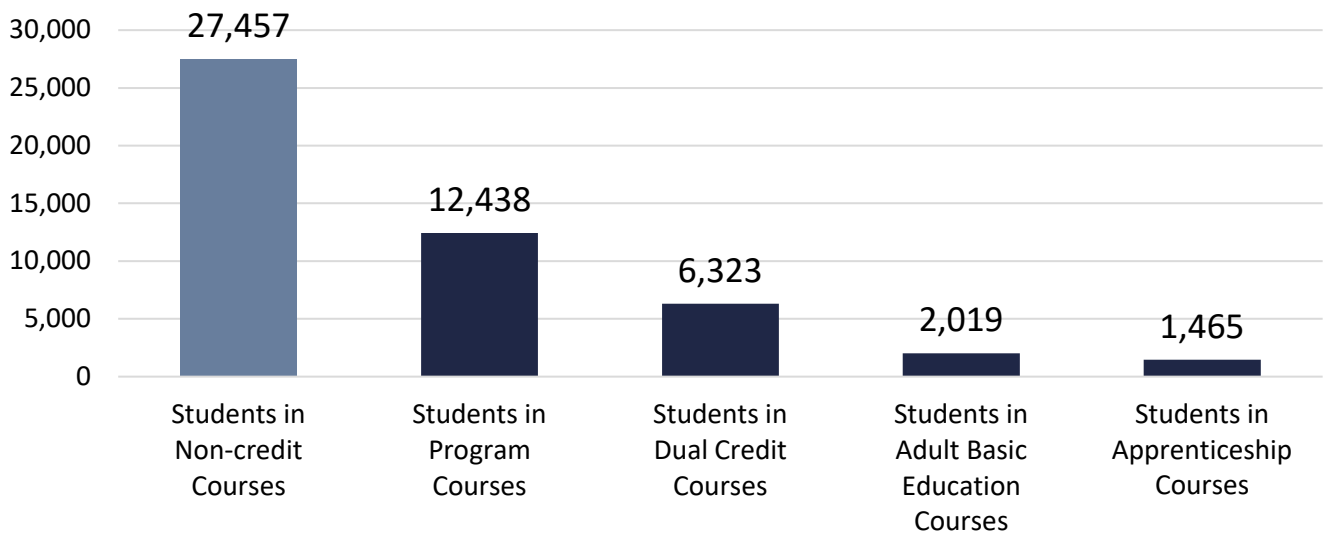
# Non-credit Programming Report Details

## Overview

Individuals and employers turn to Fox Valley Technical College (FVTC) for a wide variety of non-credit classes in both community-based and vocational education offerings, including criminal justice, CPR training, traffic safety, basic computer skills, sewing/quilting, and culinary arts. These offerings are developed to meet specific community or sector needs and interests. In addition to courses, FVTC has started hosting professional development conferences as a means for employees in various industries to obtain continuing education units.

FVTC ranks #1 in the Wisconsin Technical College System (WTCS) for non-credit students served. While the non-credit student population at FVTC makes up the largest portion of overall students served each year, the Full-Time Equivalent (FTE) amount is relatively small because the courses are typically short-term and low in credits. (FTE is based on 30 credits per academic year.)

### 2019-20 FVTC Headcount by Course Type



Source: FVTC data warehouse query as of August 17, 2020



## What We Do

### Courses

FVTC delivers non-credit courses in three distinct ways:

Non-Credit Offering Types	
Description	2019-20 Headcount
<b>General Public</b> - These educational offerings contribute to community safety, personal enrichment, and career development for the general public. In 2019-20, the highest demand courses were in the areas of CPR, traffic safety, and professional development.	<b>5,746</b>
<b>Contracted &amp; State Grant-funded Training</b> - These educational offerings are designed to enhance technical skills for future employment or upgrade individuals' skills in their present occupations. Locally, 2019-20 enrollments were highest in public safety, human resources, and commercial driving.	<b>10,819</b>
<b>National Criminal Justice Training Center (NCJTC)</b> - Funded by federal grants, current initiatives include AMBER Alert, Internet Crimes Against Children, Missing and Exploited Children and Sex Offender Re-entry training and technical assistance programs. 150 subject matter experts provide instruction in over 60 criminal justice training programs delivered all across the country.	<b>11,589</b>

Source: FVTC data warehouse query as of August 17, 2020

Note: Some students took classes in more than one offering type. Headcount is distinct by type but duplicated when summed together.



Each regional center has its own distinctive offerings. The table below highlights some of the unique and popular non-credit courses by location:

Non-credit Instructional Areas by Regional Center	
Regional Center	Instructional Areas
Chilton	Fire Fighter Refresher Courses, Exercise Classes
Clintonville	Horticulture, Early Childhood Education, CPR
Oshkosh	Sewing, CPR
Waupaca	Ethnic Cooking, Crafts, Ballroom Dance
Wautoma	Wisconsin Operating Engineers – Worksite Trainer Education, EMT/CPR/First Aid

**Conferences**

In continuation of supporting the College strategic direction of workforce and community development, the Office of Continuing Education Services has been leading college-wide efforts to support growth in continuing education, licensure/certifications, and industry events for all academic divisions.



Annual conferences are being held for continuing legal education for lawyers/paralegals, a conference for administrative professionals where local businesses such as Thrivent Financial, Community Foundation for the Fox Valley Region, Kimberly-Clark Corporation, and other area companies have sent their administrative professionals to learn new skills and network with local professionals. Each year these conferences are growing in attendance, and the individuals are appreciative to have a local, cost-effective option.

Conference Attendance by Year		
Academic Year	Continuing Legal Education Conference	Administrative Professional Conference
2017-18	-	24
2018-19	67	30
2019-20	105	Postponed until October 2020

Source: FVTC Office of Continuing Education

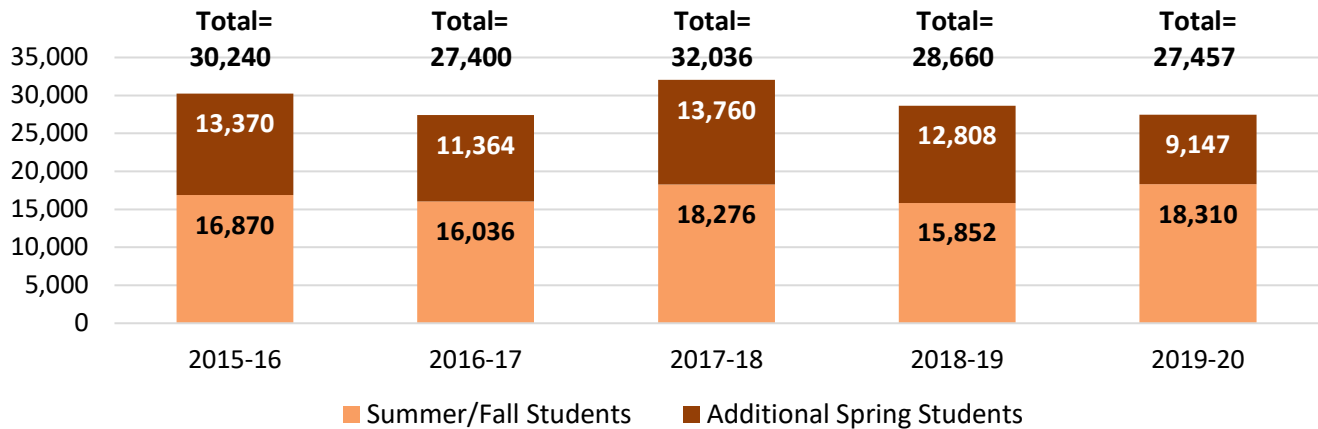


## For Whom

### Enrollment

Each year, over half of the students that FVTC serves enroll in a non-credit course. Non-credit student counts vary cyclically due to emergency medical services refresher classes that run on a recertification cycle of every two years. 2019-20 was a recertification year, and enrollments for the first half of the year put FVTC on pace to have more non-credit students than the college has served in the last five years. Unfortunately, the COVID-19 pandemic that began in March 2020 forced cancellations of many non-credit classes. As a result, FVTC served fewer non-credit students than anticipated.

### Non-credit Headcount by Year

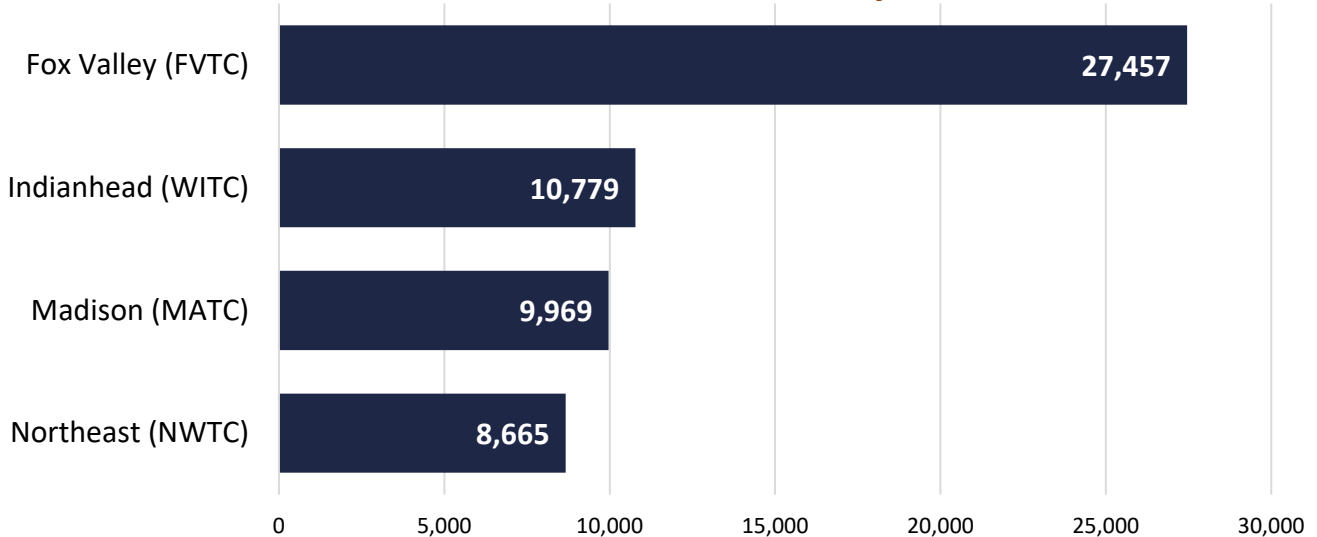


Source: FVTC data warehouse query as of August 17, 2020

### WTCS Comparisons

FVTC continues to significantly outpace other benchmark colleges in non-credit enrollments due to extensive contracted training and the unique area of NCJTC. Wisconsin Indianhead Technical College presents the next largest noncredit enrollment with 10,779 students.

### 2019-20 Non-credit Headcount by District

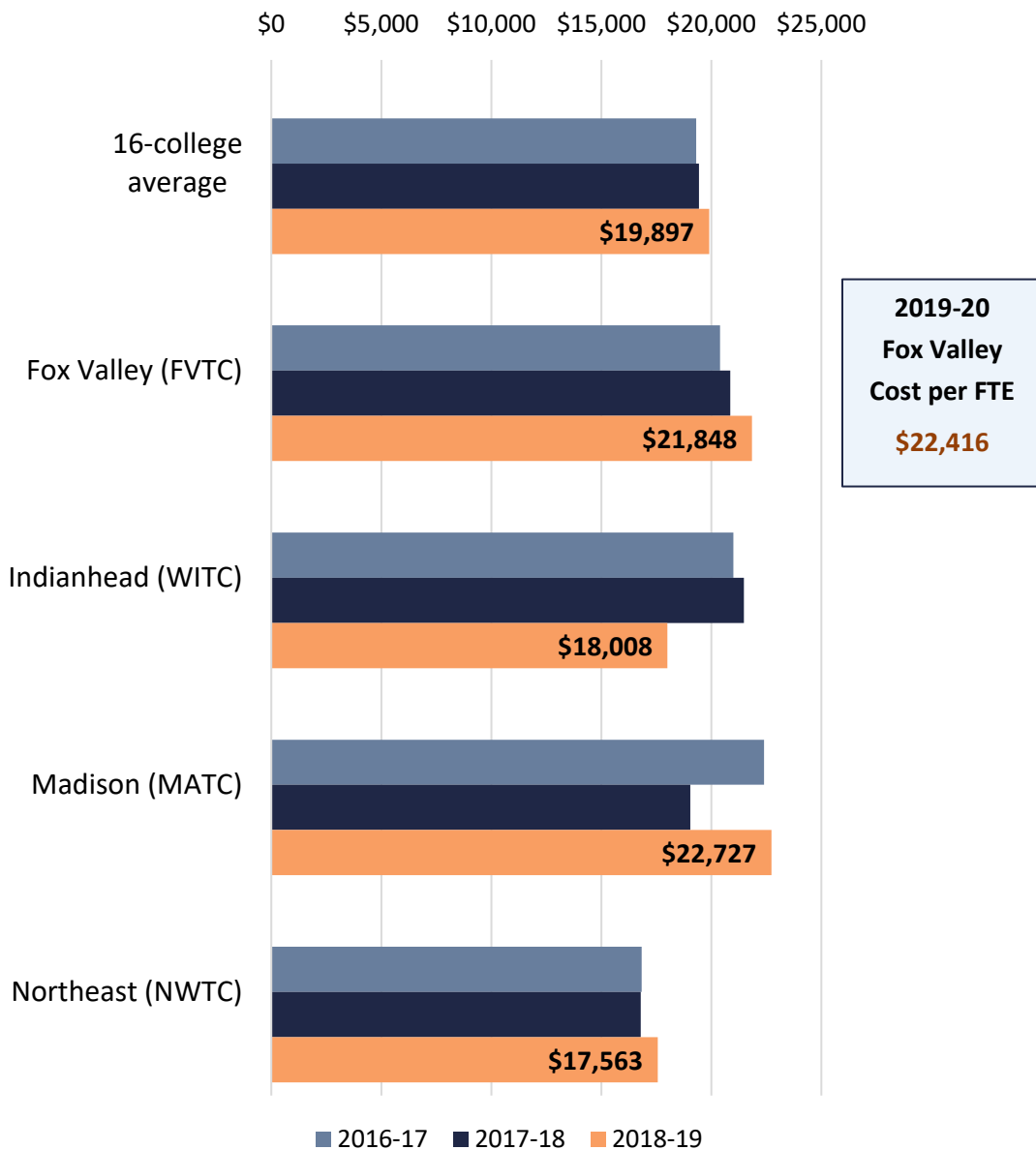


Source: WTCS Client Reporting Cube as of August 17, 2020

## At What Cost

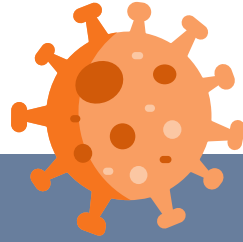
The College recoups most of the total cost of non-credit course delivery, but the funding formula varies significantly for courses that are more skills-focused versus personal enrichment. FVTC receives state aid on the FTEs generated from occupational adult classes. In contrast, there is no state aid on the FTEs generated from personal enrichment classes. The model used for pricing conferences is to cost recover expenses (speakers, hospitality, etc.) while considering the local economy. Grant-funded course expenses are covered by the grants, and contracted services course expenses are covered by employers. FVTC's cost per FTE in occupational non-credit programming is above the statewide average and second highest among benchmark colleges.

### Occupational Non-credit Cost Per FTE



Source: FVTC Financial Services

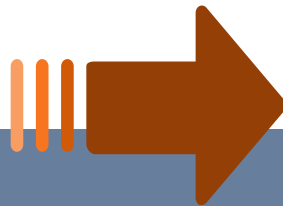
# COVID-19



## Impact: Business changes as a result of the pandemic

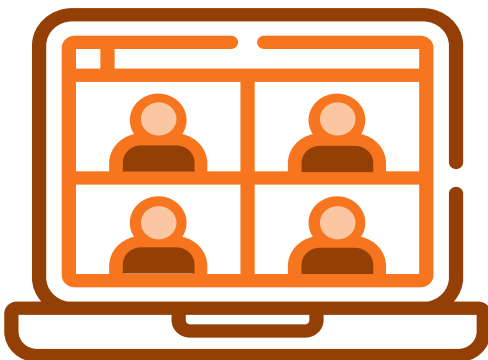


Action	Examples
<b>Postponed</b> in-person conferences	Mental Health Conference, Administrative Professional Conference
<b>Cancelled</b> some occupational adult classes	CPR, traffic safety
<b>Cancelled</b> all avocational classes	Sewing, photography, painting, cooking, exercise, etc.



## Moving Forward: What's next?

**Virtual** conferences  
for various professions



Occupational adult classes  
with **fewer students**

