

# Looking Behind the Curtain



Implementing a Degree Audit

# Presenters

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# What is a Degree Audit?

- Terms can mean different things to different people
- Should answer the question does the student meet the minimum requirements to receive the degree.
- Should answer the question as to what degree requirements the student may be missing.
- Should also answer questions related to how transferred courses were used... as well as show how courses "in progress" will be utilized toward the degree.
- Other features/definitions?

# Mt. SAC's Degree Audit (DegreeWorks)



- Pure Degree Audit - Allows A&R types to systematically and methodically determine eligibility for a degree either at the individual level or at the group level.
- Educational Planning Component - Allows Counselors and others to develop electronic educational plans either independent of or with student input.
- Proximity or What if Component - Allows students and others to determine the proximity to a degree/certificate and/or perform what if scenarios that inform academic decisions.

# Implementation 101 - Critical Steps



# Incremental Decisions frame the project



- Decide upon which Catalog year to begin building the degree audit.
- Develop a process to determine transfer equivalencies for both GE and Major courses.
- Coordinate with IT to fully understand and support aspects of the technical implementation.
- Develop a timeline whereby annual updates to the catalog will be transferred into your audit system.



# More Implementation Suggestions

- Utilize counseling faculty to test system and develop training modules.
- Pilot test the interfaces with small groups of key stakeholders
- Develop a marketing and “roll-out” plan and timeframe.
- Other Considerations
  - Do you limit student access to degree audit and what if scenarios?
  - Should students be able to do education planning on their own?
  - How could/should you integrate education planning with orientation and/or counseling sessions?



# Education Planning





# Pure Degree Audit (PDA) Slide #1

## "Worksheets" View



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Portal
Help
Print
Log Out

Find Student ID
Name
Ed Goal
Major
Level
Last Audit
Last Refresh

AA
Lib Arts AA: Kinesiology
CR
10/10/2014
10/11/2014 at 4:58 pm

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Worksheets
Planner
Plans
Notes
GPA Calc

Worksheets
Format: Student View
View
Save as PDF
Process New
 Include in-progress classes
Class History

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### MAP

History
Student View AG2519YC as of 10/10/2014 at 10:09

What If	Student	Level	Credit
	ID	Ed Goal	Associate in Arts
Look Ahead	Status	Test Scores	Click here to view test scores and eligibility
	Academic Standing/Overall Mt.SAC GPA	Good Standing / 3.52	
	MT.SAC Degree Applicable GPA	3.46 ( 30.00 Earned Units)	Major <b>Lib Arts AA: Knesiology Well</b>
	Other College Coursework	2.47 ( 43.00 Earned Units)	CSU GPA (Mt.SAC Only) 3.47 ( 23.00 Earned Units)
	Overall Degree Applicable GPA	2.90 ( 73.00 Earned Units)	UC GPA (Mt.SAC Only) 3.47 ( 23.00 Earned Units)

#### Legend

<input checked="" type="checkbox"/> Complete	<input checked="" type="checkbox"/> Complete except for classes in-progress	<b>(T)</b> Transfer Class
<input type="checkbox"/> Not Complete	<input checked="" type="checkbox"/> Nearly complete - see advisor	<b>@</b> Any course number


**Courses taken at other colleges may not appear in MAP. Please see a counselor for guidance if this is the case.**

<input type="checkbox"/> Associate of Arts Degree	Catalog Year: 2012-2013	Units Required: 60
	GPA: 3.13	Units Applied: 70

- See Physical Well-Being Requirement
- Reading Competency
- Math Competency
- See General Education Requirements Below
- See Major Requirement Below

# PDA Slide #2 Note transfer equivalency for (math & speech)




**Mt. San Antonio College**

[Portal](#)      [Help](#)      [Print](#)      [Log Out](#)

Find  Student ID  Name  Ed Goal  Major  Level  Last Audit  Last Refresh

AA      Lib Arts AA: Kinesiology      CR      10/10/2014      10/11/2014 at 4:58 pm

[Worksheets](#)   [Planner](#)   [Plans](#)   [Notes](#)   [GPA Calc](#)

**Worksheets**   Format:  Student View   [View](#)   [Save as PDF](#)   [Process New](#)    Include in-progress classes   [Class History](#)

History	<input checked="" type="checkbox"/> <b>Physical Well-Being Requirement</b> Catalog Year: 2012-2013 GPA: 4.00
What If	<input checked="" type="checkbox"/> <b>Complete One Physical Education Course</b> KINF 36      Circuit Training      A      1      Summer 2014
Look Ahead	<input checked="" type="checkbox"/> <b>Reading Competency</b> Catalog Year: 2012-2013 GPA: 4.00 Please note that Reading Competency is subject to review. This requirement is met by completing one of the following with a grade of C or better: READ 90 Preparing for College Reading or AMLA 33R American Language Advanced Reading or obtaining placement into READ 100 on initial Reading Placement exam or obtaining a satisfactory score on the Reading Competency Test.
	<input checked="" type="checkbox"/> <b>Select READ 90 or AMLA 33R</b> READ 90      Preparing for College Reading      A      3      Fall 2012
	<input checked="" type="checkbox"/> <b>Math Competency</b> Catalog Year: 2012-2013 GPA: 2.00
	<input checked="" type="checkbox"/> <b>MATH 71 or Higher or PSYC 10 or BUSC 17</b> <b>MATH 120</b> Finite Mathematics      C      3      Spring 2014 Satisfied by      MATH105 - Finite Mathematics - California St U-Dominguez Hill
	<input type="checkbox"/> <b>General Education Requirements</b> Catalog Year: 2012-2013      Units Required: 23 GPA: 3.30      Units Applied: 27
	<input checked="" type="checkbox"/> <b>AREA A: COMMUNICATION IN ENGLISH</b> Select two(2) courses from the following - 6 units.
	<input checked="" type="checkbox"/> <b>Communication</b> <b>SPCH 1A</b> Public Speaking      B      3      Spring 2014 Satisfied by      THE120 - Fundamentals of Speech - California St U-Dominguez Hill
	<input checked="" type="checkbox"/> <b>Freshman Composition</b> ENGL 1A      Freshman Composition      A      4      Winter 2014
	<input type="checkbox"/> <b>AREA B: THE PHYSICAL UNIVERSE AND LIFE</b> Select one (1) course from the Physical Sciences or Life Sciences - 3 units.
	<input type="checkbox"/> <b>Life Sciences</b> <b>BIOL 1</b> General Biology      IP      (4)      Fall 2014
	<input checked="" type="checkbox"/> <b>AREA C: ARTS AND HUMANITIES</b> Select two (2) courses, six (6) units minimum, with at least one (1) course from the Arts and one (1) from Humanities



# PDA Slide #3 Note special transfer equiv (GED 2 & GE-E Tran)

**MT. SAC** Mt. San Antonio College

Portal Help Print Log Out

Find Student ID Name Ed Goal Major Level Last Audit Last Refresh

AA Lib Arts AA: Kinesiology CR 10/10/2014 10/11/2014 at 4:58 pm

Worksheets Planner Plans Notes GPA Calc

Worksheets Format: Student View View Save as PDF Process New  Include in-progress classes Class History

History What If Look Ahead

**AREA C: ARTS AND HUMANITIES**  
 Select two (2) courses, six (6) units minimum, with at least one (1) course from the Arts and one (1) from Humanities

<input checked="" type="checkbox"/> Arts - Select One (1) Course	MUS 15	Rock Music History	A	3	Summer 2012
<input checked="" type="checkbox"/> Humanities - Select One (1) Course	HUMA 1	The Humanities	A	3	Spring 2014
	Satisfied by	HUMAN1 - Intro to Humanities - Pasadena City College			

**AREA D: SOCIAL/POL/ECON INSTITUTIONS**

<input checked="" type="checkbox"/> U.S. Hist & American Inst - Select 1 Course	POLI 1	Political Science	C	3	Spring 2014
	Satisfied by	POL101 - American Institutions - California St. U-Dominquez Hill			
<input checked="" type="checkbox"/> Elective Courses - Select 1 Course	GED2 TRAN	General Education D2	B	3	Spring 2014
	Satisfied by	COMM1 - Survey of Mass Communication - Pasadena City College			

**AREA E: LIFELONG UNDERSTANDING/SELF-DEV**

<input checked="" type="checkbox"/> Select One (1) Course	GE-E TRAN	General Education E	B	2	Spring 2014
	Satisfied by	DANCE2 - Health and Fitness - Pasadena City College			
	GE-E TRAN	General Education E	B	2	Spring 2014
	Satisfied by	HED2A - Health Education - Pasadena City College			

**Liberal Arts & Sci - Emphasis in Kinesiology** Catalog Year: 2012-2013 Units Required: 18  
 GPA: 3.23 Units Applied: 17

Unmet conditions for this set of requirements: 1 Unit needed


ACTIVITY COURSES REQUIREMENT EFFECTIVE 2010-2011 A minimum of two activity courses in at least two areas of physical education or dance: PE-A/KINA, PE-F/KINF, PE-I/KINI, PE-L/KINL, PE-S/KINS, PE-X/KINX, DNCE.

**REQUIRED COURSES**

<input checked="" type="checkbox"/> Cluster 1: Phys Ed & Movement-Minimum 6 Units	KIN 34	Fitness for Living	B	3	Spring 2013
	KIN 44	Theory of Coaching	A	3	Spring 2014
<input checked="" type="checkbox"/> Cluster 2: Sci & Nutr Background-Minimum 3 Units	NF 25	Essentials of Nutrition	B	3	Spring 2014
<input checked="" type="checkbox"/> Cluster 3: Behav Devl & Diversity-Minimum 3 Units	PSYC 1A	Intro to Psychology	B	3	Spring 2014

# PDA Slide #4 Important Headers




**Mt. San Antonio College**

[Portal](#)      [Help](#)      [Print](#)      [Log Out](#)

Find  Student ID  Name  Ed Goal  Major  Level  Last Audit  Last Refresh

[Worksheets](#)   [Planner](#)   [Plans](#)   [Notes](#)   [GPA Calc](#)

Worksheets     Include in-progress classes [Class History](#)

History	What If	Look Ahead
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Cluster 3: Behav Devl &amp; Diversity-Minimum 3 Units</b>		
		<b>PSYC 1A</b> Intro to Psychology    B    3    Spring 2014
		<b>KINF 36</b> Circuit Training    A    1    Summer 2014
		<b>PE TRAN</b> Transfer Course    B    1    Spring 2014
		Satisfied by: DANCETQ470 - Step Aerobics Activity - East Los Angeles College
		<b>Plus Additional Units From Courses in Clusters 1-3</b>
		<b>SOC 2</b> Sociology    B    3    Fall 2012
<b>Degree Applicable Electives</b> <b>Units Applied: 16</b> <b>Classes Applied: 5</b>		
		<b>ENGL 68</b> Prep for Coll Writing    B    4    Spring 2013
		<b>HIST 30</b> Hist. of the African American    C    3    Spring 2014
		Satisfied by: HIST29A - African American Hist-1865 - Pasadena City College
		<b>KINH 50A</b> Yoga    IP    1    Fall 2014
		<b>PHIL 3</b> Logic in Practice    C    3    Spring 2014
		Satisfied by: PHILO30 - Logic - Pasadena City College
		<b>SPAN 4</b> Cont. Intermediate Spanish    B    5    Spring 2014
		Satisfied by: SPAN3 - Intermediate Spanish - Pasadena City College
<b>Non Degree Applicable</b> <b>Units Applied: 4</b> <b>Classes Applied: 2</b>		
		<b>ENGL 67</b> Writing Fundamentals    A    4    Winter 2013
		<b>ENGL 67</b> Writing Fundamentals    P    0    Spring 2014
		Satisfied by: ENGL88 - Developmental Reading - California St U-Dominguez Hill
<b>Insufficient</b> <b>Units Applied: 4</b> <b>Classes Applied: 2</b>		
		<b>BIOL 1</b> General Biology    W    0    Spring 2014
		<b>ENGL 1C</b> Critical Thinking/Writing    W    4    Fall 2014
<b>In-progress</b> <b>Units Applied: 5</b> <b>Classes Applied: 2</b>		
		<b>BIOL 1</b> General Biology    IP    4    Fall 2014
		<b>KINH 50A</b> Yoga    IP    1    Fall 2014

# When a Plan Comes Together





# Educational Planning Slide #1

MT.SAC Mt. San Antonio College Mountie Academic Pl

Portal Help Print Log Out

Find Student ID Name Ed Goal Major Level Last Audit Last Refresh

Worksheets Planner Plans Notes GPA Calc

Planner Physical Education (Kinesiology) - CSU Pomona Notes Mode Show completed classes Load Edit View

Planner Worksheet AG2519YC as of 10/10/2014 at 10:09 Print

Student	Level	Credit
ID	Ed Goal	Associate in Arts
Status	General	Test Score
Academic Standing/Overall GPA	Good Standing / 2.95	
Mt.SAC Degree Applicable GPA	3.46 ( 30.00 Earned Units)	Major Lib Arts AA: Kinesiology Well
Other College Coursework	2.47 ( 43.00 Earned Units)	CSU GPA (Mt.SAC Only) 3.47 ( 23.00 Earned Units)
Overall Degree Applicable GPA	2.90 ( 73.00 Earned Units)	UC GPA (Mt. SAC Only) 3.47 ( 23.00 Earned Units)

Associate of Arts Degree

- See Physical Well-Being Requirement
- Reading Competency
- Math Competency
- See General Education Requirements Below
- See Major Requirement Below

Blocks included in this block

- Physical Well-Being Requirement
- Reading Competency
- Math Competency
- General Education Requirements
- Liberal Arts & Sci - Emphasis in Kinesiology

Physical Well-Being Requirement

- Complete One Physical Education Course
- Reading Competency

Select READ 90 or AMLA 33R

Course	Grade	Credit	Term
KINF 36 Circuit Training	A	1	Summer 2014
READ 90 Preparing for College Reading	A	3	Fall 2012

Student Educational Planner Print

Student

Student ID

Current Term Fall 2014

Description Physical Education (Kinesiology) - CS

Catalog Year 2012-2013

Last Modified 04/10/2014 by Mbuthi, Stanley W

Active Plan Locked

Spring 2014

More info on these classes

Course	Credit
BIOL 1	4
KIN 44	3
NF 25	3
PSYC 1A	3

Total 13

Summer 2014

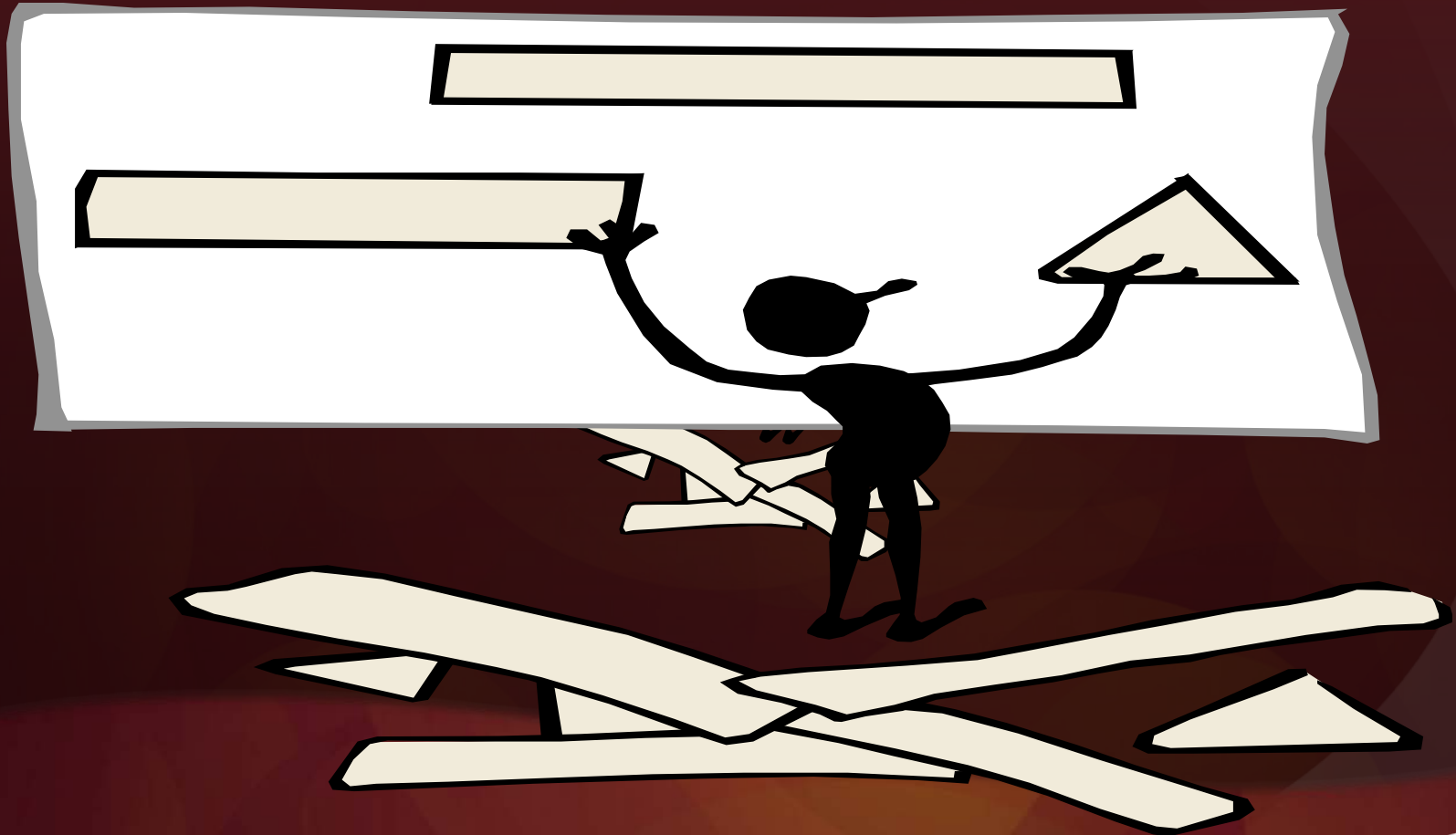
More info on these classes

Course	Credit
CHEM 40	5

Save Plan Reload Form Save As...



# What If I made a change?







# What if? Slide #1 AS Bus. Mgmt.

MT.SAC Mt. San Antonio College

Portal Help Print Log Out

Find Student ID Name Ed Goal Major Level Last Audit Last Refresh

AS Business Management CR 08/07/2014 09/17/2014 at 4:57 pm

Worksheets Planner Plans Notes GPA Calc

Worksheets Student View View Save as PDF Process New Include in-progress classes Class History

### MAP

Student View AG250kCc as of 08/07/2014 at 14:55

Student ID	Level	Credit
Status	General	
Academic Standing/Overall Mt.SAC GPA	Good Standing / 2.28	
Mt.SAC Degree Applicable GPA	2.25 ( 75.00 Earned Units)	Major Business Management
Other College Coursework	1.70 ( 31.00 Earned Units)	CSU GPA (Mt.SAC Only) 2.48 ( 71.00 Earned Units)
Overall Degree Applicable GPA	2.09 ( 106.00 Earned Units)	UC GPA (Mt.SAC Only) 2.46 ( 56.00 Earned Units)

### Legend

- Complete
- Complete except for classes in-progress
- Transfer Class
- Not Complete
- Nearly complete - see advisor
- Any course number

Courses taken at other colleges may not appear in MAP. Please see a counselor for guidance if this is the case.

Associate of Science Degree Catalog Year: 2011-2012 Units Required: 60  
GPA: 2.80 Units Applied: 92

- See Physical Well-Being Requirement
- Reading Competency
- Math Competency
- See General Education Requirements Below
- See Major Requirement Below Still Needed See Business: Management section

Catalog Year: 2011-2012



# What if? Slide #2 - Missing Courses

MT. SAC Mt. San Antonio College

Portal Help Print Log Out

Find Student ID Name Ed Goal Major Level Last Audit Last Refresh

AS Business Management CR 08/07/2014 09/17/2014 at 4:57 pm

Worksheets Planner Plans Notes GPA Calc

Format: Student View View Save as PDF Process New Include in-progress classes Class History

History

What If

Look Ahead

AREA C: ARTS AND HUMANITIES  
Select two (2) courses, six (6) units minimum, with at least one (1) course from the Arts and one (1) from Humanities

Arts - Select One (1) Course MUS 13 Intro/Music Appreciation C 3 Spring 2000

Humanities - Select One (1) Course SPAN 5 Advanced Spanish A 4 Spring 2000

AREA D: SOCIAL/POL/ECON INSTITUTIONS

U.S. Hist & American Inst - Select 1 Course POLI 1 Political Science B 3 Fall 1995  
Satisfied by POLSC1 - Intro to American Government - Pasadena City College

Elective Courses - Select 1 Course BUSC 1A Prin of Econ.--Macrocon. B 3 Spring 2000

AREA E: LIFELONG UNDERSTANDING/SELF-DEV

Select One (1) Course BIOL 15 Human Sexuality C 3 Fall 2000

Business: Management Catalog Year: 2011-2012 Units Required: 29.5  
GPA: 2.80 Units Applied: 21

Unmet conditions for this set of requirements: 8.5 Units needed

REQUIRED COURSES

Principles of Accounting - Financial BUSA 7 Principles of Acctg - Financial B 5 Fall 2011

Principles of Continuous Quality Improvement Still Needed 3 Units in BUSM 10

Principles of Business BIISM 20 Principles of Business B 3 Fall 2012

Principles of International Business Still Needed 3 Units in BUSM 51

Human Relations in business BUSM 00 Human Relations in business C 3 Spring 2013

Business Organization and Management BUSM 61 Business Organization/Mgt B 3 Spring 2014

Human Resource Management BIISM 62 Human Resource Mgmt A 3 Fall 2012

Principles of Marketing Still Needed 3 Units in BUSS 36

Microcomputer Applications CSB 13 Microcomputer Applications C 4 Fall 2011

Degree Applicable Electives Units Applied: 41 Classes Applied: 15

BUSA 75	Microcomp/Financial	A	1	Spring 2013
BUSA 8	Principles of Acctg-Managerial	B	5	Spring 2012
BUSC 1B	Prin of Econ-Micro	C	3	Spring 2012
BUSL 18	Business Law	C	3	Fall 2000
BUSO 25	Business Communications	B	3	Spring 2013
BUSS 33	Advertising/Promotion	A	3	Winter 2013
BUSS 36	Principles of Marketing	D	3	Winter 2013



# What if? Slide #3 - Major Changed

MT.SAC | Mt. San Antonio College

Portal Help Print Log Out

Find Student ID Name Ed Goal Major Level Last Audit Last Refresh

AS Business Management CR 08/07/2014 09/17/2014 at 4:57 pm

Worksheets Planner Plans Notes GPA Calc

Worksheets Back Selected What-If Items:

### MAP

Student View WA077DwS as of 10/29/2014 at 07:38 What If Audit

Student	Level	Credit
ID	Ed Goal	Associate in Arts
Status	General	Test Scores
Academic Standing/Overall Mt.SAC GPA	Good Standing / 2.28	Click here to view test scores and eligibility
Mt.SAC Degree Applicable GPA	2.25 ( 75.00 Earned Units)	Major
Other College Coursework	1.70 ( 31.00 Earned Units)	Lib Arts AA: Business
Overall Degree Applicable GPA	2.09 ( 106.00 Earned Units)	CSU GPA (Mt.SAC Only) 2.48 ( 71.00 Earned Units)
		UC GPA (Mt.SAC Only) 2.46 ( 56.00 Earned Units)

Legend

- Complete
- Complete except for classes in-progress
- Not Complete
- Nearly complete - see advisor
- Transfer Class
- Any course number


Courses taken at other colleges may not appear in MAP. Please see a counselor for guidance if this is the case.

Associate of Arts Degree	Catalog Year:	2013-2014	Units Required:	60
<input checked="" type="checkbox"/> See Physical Well-Being Requirement	GPA:	2.80	Units Applied:	92
<input checked="" type="checkbox"/> Reading Competency				
<input checked="" type="checkbox"/> Math Competency				
<input checked="" type="checkbox"/> See General Education Requirements Below				
<input checked="" type="checkbox"/> See Major Requirement Below				

Catalog Year: 2013-2014

# What If? Slide #4 - Boxes Green




**Mt. San Antonio College**
M

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Portal
Help
Print
Log Out

Find  Student ID  Name  Ed Goal  Major  Level  Last Audit  Last Refresh

Worksheets  Selected What-If Items:

History

**What If**

Look Ahead

Selected What-If Items:						Catalog Year:	2013-2014	Units Required:	18.5
						GPA:	2.66	Units Applied:	21
Select two (2) courses, six (6) units minimum, with at least one (1) course from the Arts and one (1) from Humanities									
<input checked="" type="checkbox"/>	Arts - Select One (1) Course	MUS 13	Intro/Music Appreciation	C	3				Spring 2000
<input checked="" type="checkbox"/>	Humanities - Select One (1) Course	ENGL 1B	Intro to Literary Types	C	3				Fall 2000
<b>AREA D: SOCIAL/POL/ECON INSTITUTIONS</b>									
<input checked="" type="checkbox"/>	U.S. Hist & American Inst - Select 1 Course	POLI 1	Political Science	B	3				Fall 1995
				Satisfied by		POLSC1 - Intro to American Government - Pasadena City College			
<input checked="" type="checkbox"/>	Elective Courses - Select 1 Course	SOC 1	Sociology	B	3				Fall 1999
<b>AREA E: LIFELONG UNDERSTANDING/SELF-DEV</b>									
<input checked="" type="checkbox"/>	Select One (1) Course	BIOL 15	Human Sexuality	C	3				Fall 2000
<input checked="" type="checkbox"/>	<b>Liberal Arts &amp; Sci - Emphasis in Business</b>								
<b>CORE/REQUIRED COURSES</b>									
<input checked="" type="checkbox"/>	Principles of Economics - Macroeconomics	BUSC 1A	Prin of Econ.--Macroecon.	B	3				Spring 2000
<input checked="" type="checkbox"/>	Principles of Economics - Microeconomics	BUSC 1B	Prin of Econ-Micro	C	3				Spring 2012
<input checked="" type="checkbox"/>	Microcomputer/Office Comp Appli or Comp Info Sys	CISB 15	Microcomputer Applications	C	4				Fall 2011
<input checked="" type="checkbox"/>	Select A Minimum Of Three (3) Courses From		BUSO 25	Business Communications	B	3			Spring 2013
			BUSM 20	Principles of Business	B	3			Fall 2012
			BUSA 8	Principles of Acctg-Managerial	B	5			Spring 2012
<b>Degree Applicable Electives</b>						<b>Units Applied:</b>	<b>42</b>	<b>Classes Applied:</b>	<b>15</b>
BUSA 7	Principles of Acctg - Finance			B	5				Fall 2011
BUSA 75	Microcomp/Financial			A	1				Spring 2013
BUSL 18	Business Law			C	3				Fall 2000
BUSM 60	Human Relations in Business			C	3				Spring 2013
BUSM 61	Business Organization/Mgt			B	3				Spring 2014
BUSM 62	Human Resource Mgmt			A	3				Fall 2012
BUSS 33	Advertising/Promotion			A	3				Winter 2013
BUSS 36	Principles of Marketing			D	3				Winter 2013

# Value Added Uses



- Compliance with SSSP requirements for Electronic Ed Plan
- “Auto-Generation” of lists of students who have met the graduation requirements....awarding of degrees without the need for a petition.
- Enrollment Planning Data Collection
  - Data from student educational plans to inform course offerings for a given term/year
  - Comparisons of course capacity vs. potential student demand

# Questions

