Welcome to our WCET/SAN Webcast in collaboration with NC-SARA

February 4, 2021

The webcast will begin shortly.

There is no audio being broadcast at this time.

An archive of this webcast will be available on the WCET/SAN website next week.

https://wcetsan.wiche.edu/resources/tracking-students-planning-compliance-and-data-reporting

Welcome!

Use the Q & A box for questions.

Recording, Slide Deck, and Resources will be available next week on the WCET/SAN website and the NC-SARA website.

https://wcetsan.wiche.edu/resources/tracking-students-planning-compliance-and-data-reporting

Dan Silverman
Assistant Director,
State Authorization Network (SAN)
WCET
dsilverman@wiche.edu

Overview

01	02	03	04	05
Foundation for Tracking Students and Data Reporting	Tracking Students in Remote/Online Learning	Tracking Military Students	Tracking Experiential Learning	Questions

Questions from the Audience

If you have a question during the presentation, please add your questions to the Q & A box.

We will monitor the question box and have time for Q&A at the end of webinar*.*

Moderator

Dan Silverman

Assistant Director, State Authorization Network (SAN)

WCET

Presenters
Foundation for Tracking and Reporting

Cheryl Dowd
Director, State Authorization Network
WCET

Marianne Boeke
Senior Director for Research and State Support
NC-SARA

Jeannie Yockey-Fine
General Counsel
NC-SARA

Purposes for Tracking Students

Benefits the institution:
- To assess needs and develop support for students.
- For budget considerations.

State Compliance:
- To observe state higher education agency requirements.
  - State by state where students are located, if not participating in reciprocity.
  - Reciprocity requirements – spoiler alert! Jeannie & Marianne will share SARA requirements.
- To know what other state agencies may have compliance requirements.

Federal Compliance
- Must have state institutional approvals where students are located or participate in a reciprocity agreement.
- Required documentation of process for determination of location to share with the Secretary upon request. (Time of enrollment in the program & upon formal receipt of information from the student from the institutions processes and procedures.)

Student Location and SARA Professional Licensure Disclosure Policy

SARA Policy Manual Section 5.2 Programs leading to Professional Licensure

SARA has no effect on State professional licensing requirements. Any Institution approved to participate in SARA that offers courses or programs designed to lead to Professional Licensure or certification or advertised as leading to Licensure must satisfy all federal requirements for disclosures regarding such Professional Licensure programs under 34 §C.F.R. 668.43. For SARA purposes, these requirements will also apply to non-Title IV institutions.

For SARA purposes, institutions that are unable, **after all reasonable efforts**, to determine whether a program will meet state professional licensure requirements shall provide the student or applicant with current contact information for any applicable licensing boards, and advise the student or applicant to determine whether the program meets requirements for Licensure in the State where the student or applicant is located.

Tracking to Inform - SARA DATA Reporting

Distance Education Enrollment:

- Institutions report their exclusively distance education enrollments;

- Report enrollments as you do to IPEDS (Fall EF report) – but disaggregated by state.

Out-of-State Learning Placements (OOSLP):

- Report on-ground and online student OOSLP;

- OOSLP Does NOT include In-State.

Data Reporting Window: May 15 – June 15, 2021

*If in doubt, use your best professional judgment – exercised within the spirit and intent of SARA.

Presenters

Tracking Students for Remote/Online Learning

Michele Starkey, EdD
Associate Provost
Mount Saint Mary's University

Cairesse Grimes
Provost Office Coordinator
Mount Saint Mary's University

About the Mount

Catholic university in Los Angeles, California

Liberal Arts institution

Two campuses

Primarily for women

Around 2,900 students total

6 fully online programs, 2 hybrid programs

9 professional licensure track programs (1 online)
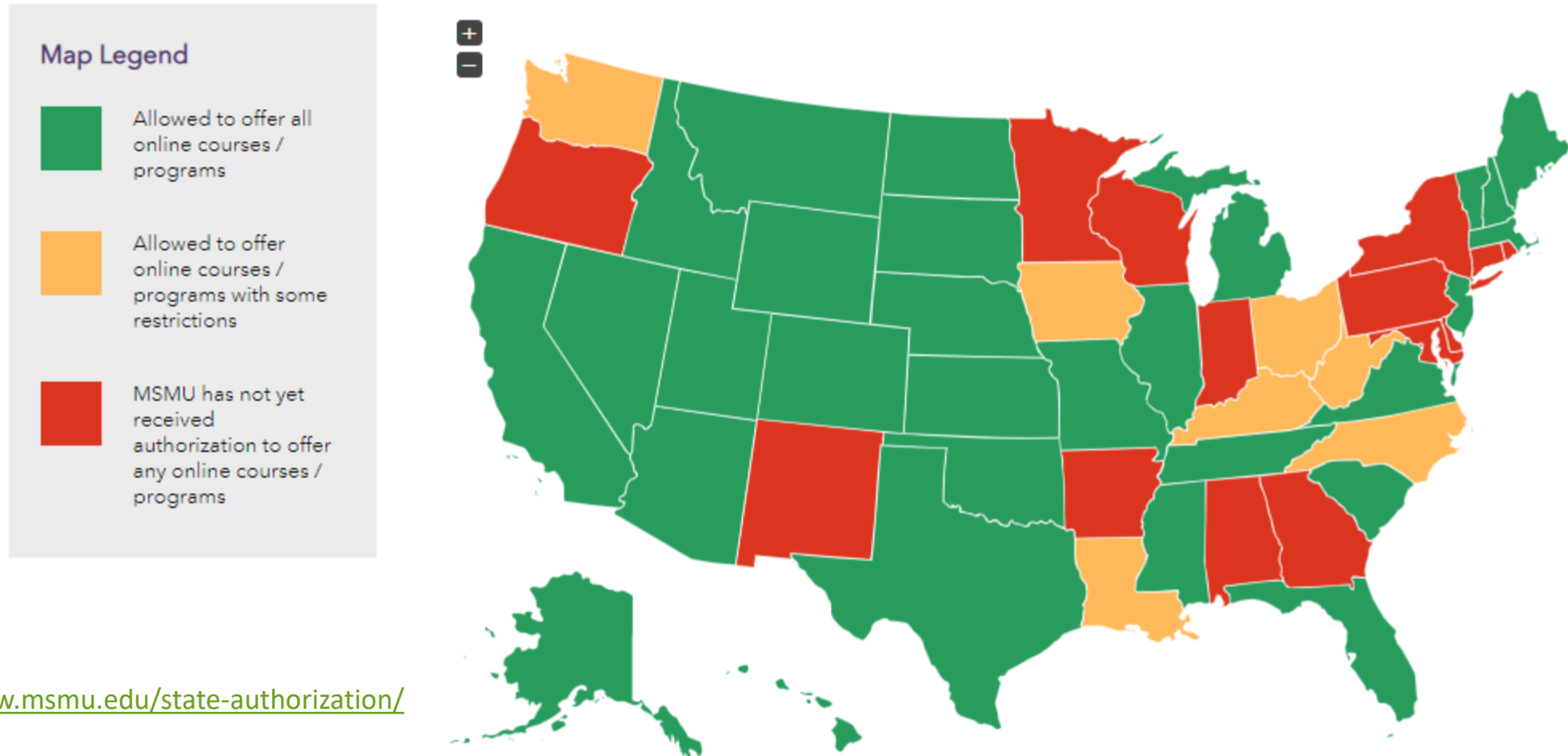
Fully remote since mid-March 2020

Normal Times

- Allowed to offer distance education in 36 states

- Physical Location Policy

- Process is mandatory for students
  - Registration locked until Physical Location is updated
  - 6-month time limit
  - Frequent reminders

- Monitor

- Follow up

State Authorization and Professional Licensure webpage

Map Legend

Allowed to offer all online courses / programs

Allowed to offer online courses / programs with some restrictions

MSMU has not yet received authorization to offer any online courses / programs

https://www.msmu.edu/state-authorization/

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Update Physical Location

Due to federal and individual state regulations, MSMU is limited in providing online courses to students in certain states and countries. Enrollment in an online course is based on where a student is physically located while taking online course(s). Please visit msmu.edu/online/state-authorization for more information on which states MSMU is currently allowed to offer online courses. If you have any further questions, feel free to contact provostoffice@msmu.edu .

Registration Term	State	Country (If FO Selected)
▼	▼	▼
▼	▼	▼

COVID Times

- Check all students' physical location

- IT report of the home addresses

- Make determinations

- Verify

- Work to get approval

Benefits of Knowing

- Increases ability to serve our students
  - Ability to get to campus
  - Time zones
  - Assisting students in navigating out of state licensure regulations
  - Emergencies
  - Provide assistance/resources (e.g. Title IX)…

Presenters

Tracking Military Students

Bree Meinberg
Associate Director, State
Authorizations &
Workforce Development
Embry Riddle Aeronautical
University

Rachel Durrance
Assistant Director, State
Authorization
Embry Riddle Aeronautical
University

Tracking Military Students

- ***#1 rule – state and federal regulations about student location are the same for Military as for any other student!***

- *State of legal residence doesn't matter for state authorizations purposes*

- *Collaborate with leadership & stakeholders (VA Dept., Military Affairs, etc.)*

- *Clearly communicate changes to students – don't use state authorizations or legal jargon*

- *Best approach combines an automated solution with hands on support*

Tracking Military Students – How We Do It

- *Create a clear policy and communicate it to stakeholders*

- *Using existing student support systems, build an address verification process for all students, including Military*
  - *Our student profiles allow for multiple student addresses, State of Home of Residence, Home Address, Mailing Address*
  - *Allows us to use different addresses for specific/applicable purposes*

- *Military students do have unique needs- PCS, TDY, etc.*
  - *Advisors / Student Services should maintain frequent communication with Military students to proactively address their needs*

Presenters

Tracking Experiential Learning

Miranda Hines
Associate Director,
Distance Learning Administration,
University of Kentucky

Christina S. Walker
Compliance Analyst,
UK Online/Distance Learning,
University of Kentucky

Emily Woods
Compliance Coordinator,
UK Online/Distance Learning,
University of Kentucky

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Key Elements of a Tracking Process

STUDENT LOCATION IDENTIFICATION

Using technology to locate where our students are taking their programs

RESEARCHING AND DISCLOSING AUTHORIZATION INFORMATION

Sharing with programs and students whether a field placement could be offered in a location

BUILDING A RELATIONSHIP WITH PROGRAMS

Regular collaboration, communication, and reliance on programs to monitor compliance for field placements.
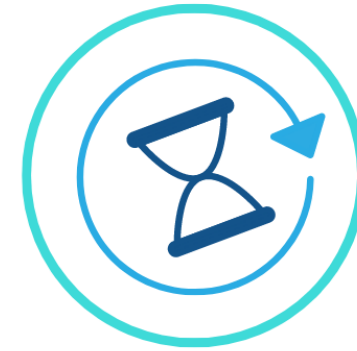
PROCESS IMPROVEMENT

Annually reviewing the process, using feedback from programs, and improving tools

Course Registration Question

Will you be taking all courses while located in Kentucky?
○ Yes ● No

Where will you be located while taking courses?

COUNTRY

United States

STATE

Ohio

SAVE

- Pop up window that appears when a student registers for a course.
- Is a required question for all students
- If the student selects "International" under the State drop-down, a list of countries will appear for the student to select.

Knowing student numbers and locations beyond enrollment

Increasing every year

*The graph shown is for illustration purposes only and is not an accurate representation of data.

Fines | Waiver Needed | Clinicals Not Permitted | International | Recurring Fees

"Assumptions are dangerous things to make, and like all dangerous things to make — bombs, for instance, or strawberry shortcake — if you make even the tiniest mistake you can find yourself in terrible trouble."

~ *Lemony Snicket (American Novelist), The Austere Academy*

Distance Learning State × | Utah Code Annotated × | U.A.C. R156-31b-609 × | Postgraduate Certificate × | Signed - UPDATED CON × | LD | Teaching, Learning × | Initial Licensure Require × | Edit Survey | Qualtrics S × | Preview - Online Survey ×

uky.az1.qualtrics.com/jfe/preview/SV_0OHicYmUsu0hFiZ?Q_CHL=preview&Q_SurveyVersionID=current

Restart Survey   Place Bookmark

Mobile view on   Tools ⌄

Thanks for taking time to complete this survey!

You were sent this survey because based on information reported last year, your college's or program's educational offerings:

1. Lead to (or help advance toward) a license, certification or other professional credential (or are in a professional field where such credentials may be required for employment)*; AND

2. May include other other out-of-state activities (e.g. clinicals, practicums, experiential learning, field trips or travel, internships, or any other similar activities occurring outside of Kentucky - activities coordinated by students independently do NOT count unless they are required for degree completion, offered for a fee, or result in credit earned).

If your college or program currently does not have these activities, please continue to complete the survey and note these changes on the applicable survey question.

The main purpose of this survey is to determine locations (outside of Kentucky) where your college/program has educational activities occurring or scheduled for the 2020-21 academic year. This information must be reported annually pursuant to governing laws and regulations.

Therefore, before beginning this survey you should have this information handy. If you have this information, the amount of time spent on completing this survey should be brief.

Thank you and if you have any questions, please feel free to contact me.

Christina S. Walker, Esq., J.D. | cswalker@uky.edu

Which college are you completing this survey for?

College of Agriculture (CAFE)

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uky.az1.qualtrics.com/jfe/preview/SV_0OHicYmUsu0hFiZ?Q_CHL=preview&Q_SurveyVersionID=current

Restart Survey   Place Bookmark

Mobile view on   Tools

Which college are you completing this survey for?

College of Agriculture (CAFE)

College of Dentistry

College of Health Sciences

College of Medicine

College of Pharmacy

College of Public Health

Which programs are you completing this survey for? Select all that apply.

Athletic Training, Professional M.S.	Medical Laboratory Science (MLS), MLT to MLS
Clinical Psychology, Ph.D.	Medical Laboratory Science (MLS), Traditional
Communication Sciences Disorders (CSD)	Physician Assistant Studies (PAS)

12:29

Which college are you completing this survey for?

College of Agriculture (CAFE)

College of Dentistry

College of Health Sciences

College of Medicine

College of Pharmacy

College of Public Health

Which programs are you completing this survey for? Select all that apply.

| Athletic Training, Professional M.S. | Medical Laboratory Science (MLS), MLT to MLS |
| Clinical | Medical Laboratory Science (MLS) |

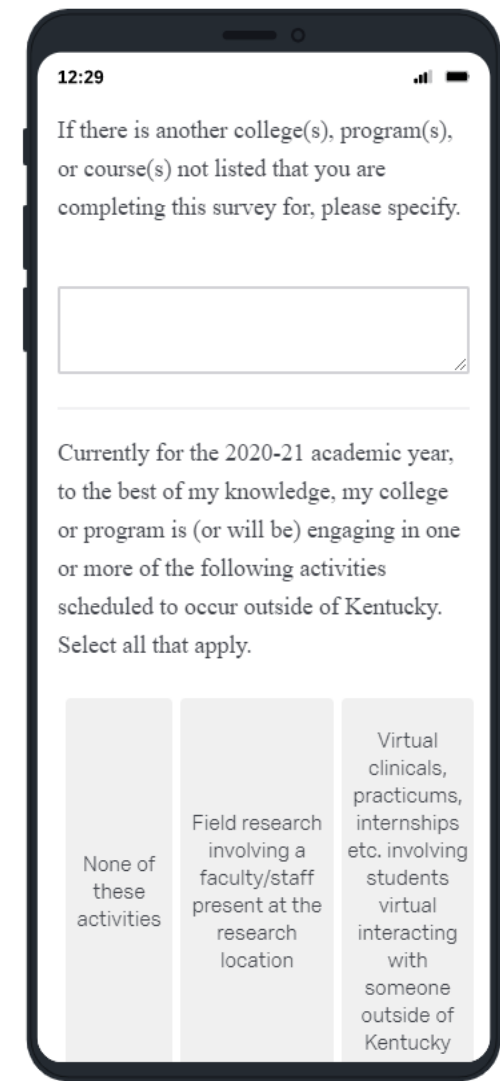Restart Survey   Place Bookmark   Mobile view on   Tools

If there is another college(s), program(s), or course(s) not listed that you are completing this survey for, please specify.

Currently for the 2020-21 academic year, to the best of my knowledge, my college or program is (or will be) engaging in one or more of the following activities scheduled to occur outside of Kentucky. Select all that apply.

None of these activities	Field research involving a faculty/staff present at the research location	Virtual clinicals, practicums, internships etc. involving students virtual interacting with someone outside of Kentucky
Clinicals or Practicums	Internships or Externships coordinated by the college/program	Only if Known, Internships coordinated by students independently that are required for degree completion, are for a fee, OR will result in credit
Field Trips or Travel lasting more than 1 night	Short courses or seminars that will amount to more than 20 classroom hours in one six-month period	Having an office or mailing address for staff or faculty

Where are these activities occurring (or anticipated to occur)?

| Alabama | Connecticut | Idaho | Louisiana | Mississippi | New Jersey | Oklahoma | South Dakota | Virginia |

Mobile view:

12:29

If there is another college(s), program(s), or course(s) not listed that you are completing this survey for, please specify.

Currently for the 2020-21 academic year, to the best of my knowledge, my college or program is (or will be) engaging in one or more of the following activities scheduled to occur outside of Kentucky. Select all that apply.

| None of these activities | Field research involving a faculty/staff present at the research location | Virtual clinicals, practicums, internships etc. involving students virtual interacting with someone outside of Kentucky |

California	Georgia	Kansas	Michigan	Nevada	North Dakota	Rhode Island	Utah	Wyoming
Colorado	Hawaii	Kentucky	Minnesota	New Hampshire	Ohio	South Carolina	Vermont	Internationally

Students enrolled in online or hybrid courses while permanently or temporarily located in another state/location. For the 2020-21 academic year, for each state/location, list the number of students who will be enrolled in your program/course (or that will be enrolled) who will be completing their education online or hybrid while located outside of Kentucky. If you have no students in a location, you may leave the location blank.

Number/Quantity

Alabama	
Alaska	
Arizona	
Arkansas	
California	
Colorado	
Connecticut	
Delaware	
District of Columbia	
Florida	
Georgia	
Hawaii	
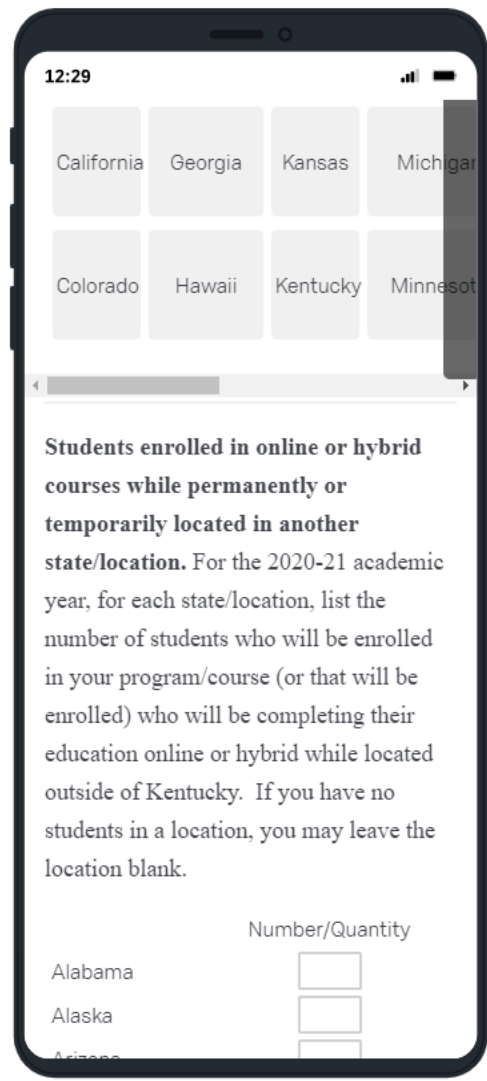
If you selected 'International' please specify the location(s).

[text box]

Has your college/program already worked with UK Legal (and other relevant departments, if necessary) to establish an agreement for any clinicals/practicums occurring outside of Kentucky?
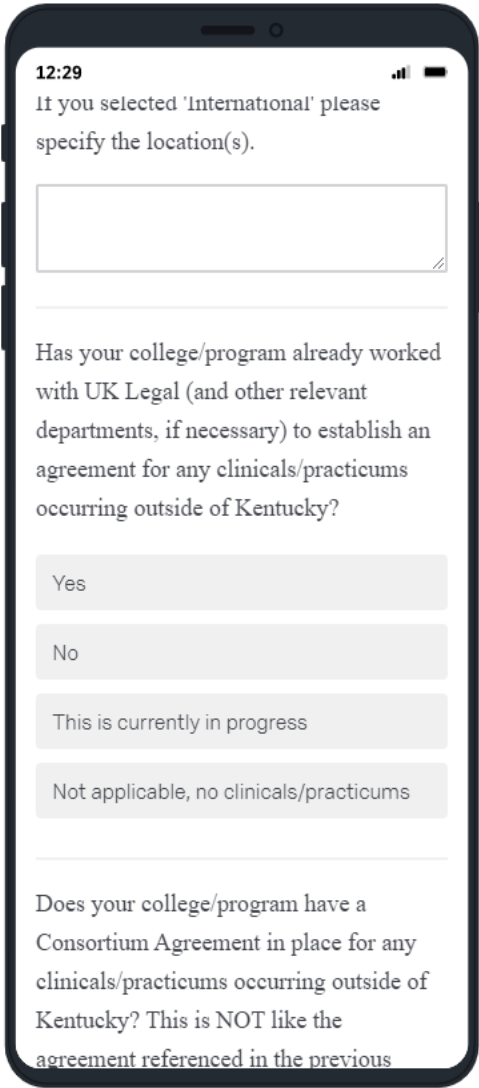
Yes

No

This is currently in progress

Not applicable, no clinicals/practicums

Does your college/program have a Consortium Agreement in place for any clinicals/practicums occurring outside of Kentucky? This is NOT like the agreement referenced in the previous question.

A Consortium Agreement is not simply an agreement between the facility and program/institution to complete clinicals, practicums, internships or field education at that facility. Instead, it allows a student to receive financial aid at one school while combining the credits from two different schools during the same enrollment period. Therefore, this agreement is coordinated directly between the student(s) and financial aid. If your college/program has any other agreement, it is NOT considered a Consortium Agreement

Yes

Are students in your program already licensed in the state where they are (or will be) completing clinicals/practicums?

Yes, students already have a professional license/certification before completing these activities

No

Not applicable, no clinicals/practicums

Has your college/program already worked with UK Legal to coordinate any of the above activities in International locations?
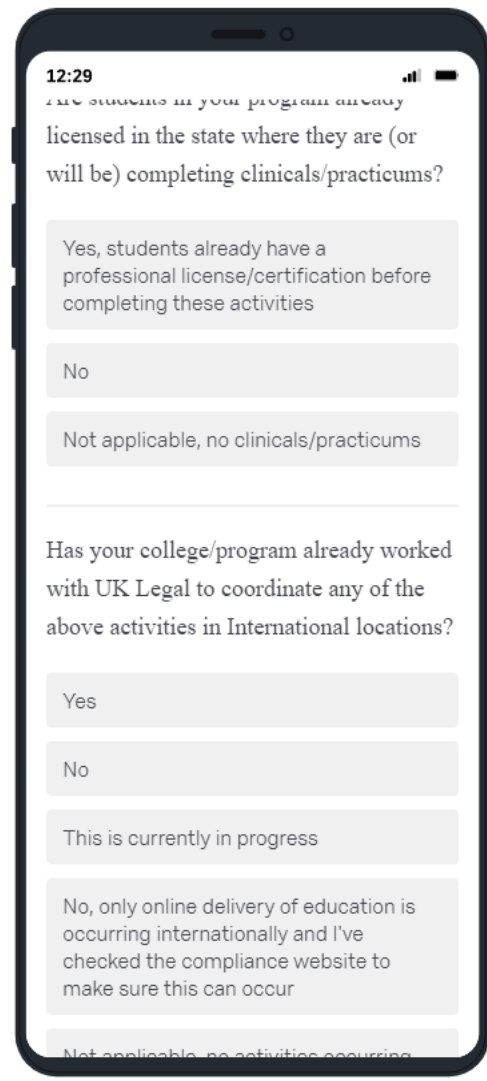
Yes

No

This is currently in progress

No, only online delivery of education is occurring internationally and I've checked the compliance website to make sure this can occur

Not applicable, no activities occurring Internationally

Please enter the following information:

Name

Title

Questions from the Audience

Contact Information

Marianne Boeke	NC-SARA	mboeke@nc-sara.org
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Learn More and Stay Connected

Visit the SAN website to learn more about our topic areas and resources!
http://wcetSAN.wiche.edu

Join SAN: learn more about benefits, services and events:
http://wcetSAN.wiche.edu/membership

State Authorization 101   About SAN   Membership   Events   Resources

Learn More and Stay Connected

SAN Advanced Topic Workshop

March 3-5, 2021

Virtual

Register Here!

SAN Basics Workshop

Summer 2021

Virtual

More coming soon!

WCET Frontiers - IPEDS Update: Department of Education's Guidance on Reporting Distance Education Data
December 2, 2020; Russ Poulin

ADDITIONAL INFORMATION AND RESOURCES

Access to the resources discussed during this webcast, including the
archive, will be available next week on the SAN Website.
Resources Dropdown:
Past Webinars, Events, Podcasts