



COMMISSION FOR INDEPENDENT EDUCATION STAFF NEWS

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In this issue

[Data Collections](#) | [Licensure Q&A](#) | [Online Learning](#) | [Meeting Dates](#)

Dates to Remember

November 14
-Commission Meeting

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Commission Meeting Information

November 14, 2012 beginning at 9 a.m.

[Mission Inn Resort & Club](#)

10400 County Road 48
Howey-In-The-Hills, FL 34737
(800) 874-9053

[Map](#)

Visit the Commission [website](#) for the agenda and to view the webcast.

Data Collections

A memorandum was sent on October 8, 2012 to all licensed institutions containing the following data collection information:

CIE Annual Student Data Collection (Forms 801-802)

The CIE Annual Student Data Collection has changed drastically from past requirements. In January 2012, a new rule was published outlining the requirements for the collection of student data. As a part of this new rule, Forms 801 and 802 were incorporated to collect the data for the CIE Annual Student Data Collection. These forms clearly specify the information to be reported and provide definitions of several critical elements. To access the CIE Annual Student Collection, go to the Commission's website (www.fldoe.org/cie) and click on Institution Login. Once you have logged in, go to the bottom of the page and click on "Forms 801-804." Once inside this link, click on the appropriate Form 801 or 802 link and follow the directions on the page. All licensed institutions are required to report these data. The deadline for submission of these data is November 30, 2012. The data collection site will open October 8, 2012.

Voluntary FETPIP Data Collection

The Commission does not require institutions to report information to the Florida Education and Training Placement Information Program (FETPIP). However, some institutions have business relationships with entities such as Workforce Development boards which require the reporting of this information. Please review your institution's business relationships to determine if you are required to report this information. To access the FETPIP data collection, go to the Commission's website (www.fldoe.org/cie) and click on Institution Login. Once you have logged in, go to the bottom of the page and click on "FETPIP." The deadline for the FETPIP data collection is December 31, 2012. The FETPIP data collection site will open October 10, 2012.

New Student-Level Data Collection for Students Receiving State Funds

The 2012 Florida Legislature passed a new law requiring all institutions to report student-level data for each student who receives state funds. State funds are those funds which are dispersed by the Office of Student Financial Assistance (OSFA). OSFA has identified these students and the associated institutions. Section 1005.22(1)(i), Florida Statutes, requires the reporting of data to the Commission for the purpose of calculating retention rates, transfer rates, completion rates, graduation rates, employment and placement rates, and earning of graduates. The Commission has designed an online data collection tool to collect the necessary data to calculate these rates. To access this data collection, go to the Commission's website (www.fldoe.org/cie) and click on Institution Login. Once you have logged in, go to the bottom of the page and click on "Students Receiving State Funds." If your institution has been identified as a participant for this data collection you will see relevant student data when you access the site. The deadline for submission of these data is December 31, 2012. The data collection site will open October 10, 2012.

Placement and Retention Rate Reporting for Institutionally Accredited Institutions (Forms 803-804)

In January 2012, a new rule was published outlining the requirements for the collection of placement and retention rates for institutionally accredited institutions. As a part of this new rule, Forms 803 and 804 were incorporated to collect these data. These forms clearly specify the information to be reported and provide definitions of several critical elements. To access Forms 803 and 804, go to the Commission's website (www.fldoe.org/cie) and click on Institution Login. Once you have logged in, go to the bottom of the page and click on "Forms 801-804." Once inside this link, click on the appropriate Form 803 or 804 link and follow the directions on the page. The deadline for submission of these data is due at the same time as your institution's application for annual review. The data collection site will open October 8, 2012.

Licensure Question and Answer On-Line Program Delivery

Whenever an institution submits an Application for Program Addition/Modification form to the Commission in order to modify or add a program containing on-line delivery, the institution is also required to submit an "on-line delivery summary." The Commission now reviews all applications for program additions or modifications containing on-line delivery components, even if the institution is already licensed to provide programs on-line. The Commission also reviews the on-line delivery portion of new programs that are offered by institutions holding a License by Means of Accreditation.

The on-line delivery summary must meet Rule 6E-2.0041, F.A.C., Delivery of Programs Through Nontraditional Assessments, Modes and Methods and contain the following elements:

1. Financial Support of the On-line Delivery - Submit the most current financial statement, along with a summary outlining how the institution plans to financially support any additional costs associated with maintaining the on-line delivery platform.
2. Platform Used – Provide information on the type of on-line delivery platform used (Moodle, Blackboard, etc.) to include a brief description of the features of the platform and general information such as the use of synchronous or asynchronous delivery. Discuss how the platform will support the same standards of academic integrity as the institution's traditional courses.

3. Student and Faculty Orientation – Describe how students and faculty are being oriented to the on-line platform and the types of training requirements that are in place to guide students and instructors through the process. Explain how the institution ensures that students have adequate computer and technical skills to succeed in an on-line environment.
4. Hardware/Software Requirements for Students – Provide a description of the hardware and software requirements for students, the materials to be provided by the institution, and any costs to be incurred by the students. Students must be made aware of all equipment requirements and associated costs before enrolling in on-line programs.
5. How Students Receive Technical Support – Describe how students will receive technical assistance and the length of time in which they can expect a response to any on-line inquiries they may pose during the on-line instruction. Summarize the types of assistance that are available in situations where a student is not able to sign onto the system or complete an assignment late at night. For example, provide a hotline number or a “Frequently Asked Questions” page where students may click on a question and receive a response.
6. How Students Receive Academic Support – Describe the methods by which students are able to communicate with instructors, obtain assistance or answers during weekends/holidays, and the length of time in which a student can expect a response.
7. How Students are Assessed – Provide information on how the institution assesses students in their on-line programs, including a timeframe for assessments, safeguards to eliminate cheating or plagiarism, how instructors monitor student progress, and the use of proctored assessments.
8. Program Format – 100% On-line or Hybrid – Explain if the program is to be delivered 100% on-line, or if it is to be delivered by a combination of traditional and on-line delivery. If the program is a hybrid, provide the ratio of traditional to on-line program delivery.

Please contact your Program Specialist if you have any questions regarding applying for on-line program delivery.

Higher Education Students Are Learning Online

The annual Survey of Online Learning is a collaborative effort between the Babson Survey Research Group and the College Board. The 2011 version of the survey found that “...the number of students taking at least one online course has now surpassed 6 million. Now nearly one-third of all students in higher education are taking at least one online course.”

The results of the survey were reported in the December 2011 issue of Career Education Review which also quoted the survey’s co-author, I. Elaine Babson, as stating that “The rate of growth in online education is ten times that of the rate in all higher education.” She also commented that “While growth rates have declined somewhat from previous years, we see no evidence that a dramatic slowdown in online enrollments is on the horizon.”

A summary of the key findings of survey reveal that -

- Over 6.1 million students were taking at least one online course in 2010.

- The growth rate for online higher education is 10%, which greatly exceeds the overall 2% growth rate for higher education.
- Thirty-one percent of higher education students take an online course(s).
- Online learning is now perceived as a critical part of the educational strategy at 65% of higher education institutions.
- Academic leaders believe that the level of student satisfaction is equivalent for online and face-to-face courses.

The complete survey (Going the Distance: Online Education in the United States 2011) may be found at http://sloanconsortium.org/publications/survey/going_distance_2011.

Commission Meeting Dates and Locations

November 14, 2012

Howey-In-The-Hills

New Institution Applications Due: July 18, 2012

All Other Applications Due: August 17, 2012

January 16, 2013

Howey-In-The-Hills

New Institution Applications Due: September 18, 2012

All Other Applications Due: October 18, 2012