

Collaborative Partner: University of Massachusetts Global

Project #6: Accounting and Financial Management – Adult Learners and Dual Enrollment

Pathway(s): Accounting

Project Summary

University of Massachusetts Global with the Collaborative partners will be executing their proposal (attached) to support a collaborative, intersegmental proposal directed at supporting adult learners, high school, and community college students obtaining education through Fresno K-16 Collaborative's pilot pathway to increase employability, educational attainment, and socioeconomic mobility; as well as promoting prior learning assessment/credit (PLA/CPL) to recognize previously acquired education or vocational experiences.

University of Massachusetts Global's proposal supports both adult learners and dual enrollment/dual credit students in collaboration with State Center, Fresno City College (FCC), local school districts and others.

Adult Learning:

The region's vision is to intersegment ally provide adult learners with the skills needed for employment, continuing education, career advancement and personal growth. The Fresno K16 Collaborative, along with community partners, will direct efforts to strengthen adult education and ensure students have access to high quality programs leading to their success in college and careers.

University of Massachusetts Global will provide certification test preparation and test opportunities which provide demonstration of entry-level and next point career path knowledge mastery. The American Payroll Association's Fundamental Payroll Certification is recognized in the payroll industry as demonstration of the entry level skills required for payroll servicing career paths. It is also recognized by the American Council on Education and many universities as academic credit applicable to degree or credential completion. Brandman will offer fully online, instructor supported instruction as dual enrollment and provide dual credit, general college credit, and certification preparation and test to two cohorts of 30 students each (Spring and Fall 2021). Timing is aligned with the APA testing schedule. Brandman will also concurrently provide two cohorts of CompTIA A+ preparation and test opportunity yielding entrylevel knowledge as recognized by the IT industry. Additional certifications may be added following outreach and survey efforts.

University of Massachusetts Global will participate in the Collaborative's Adult Learners Working Group. Brandman will further work with the State Center Adult Education Consortium to provide education and training coaching and advising, articulation pathways from Adult Education members through and to undergraduate degrees, certificates and certifications, and assist in outreach to the supported communities in order to provide awareness of the resources available.

Dual Enrollment:

University of Massachusetts Global, working collaboratively with Fresno City College (FCC) and others will provide APA's Fundamental Payroll Certification to Spring and Fall 2021 cohorts working through the FCC accounting pathway. We will provide preparation courses and certification exam opportunities. Description of the courses, timing and credit opportunities are noted in the adult learner project description above. Recognizing that high school students need different wraparound support than adult learners, the high school students will remain in their own cohorts allowing for additional coordination of payroll curriculum and the FCC bookkeeper certificate accounting curriculum. Each cohort will accommodate 30 students. FCC estimates that 126 of their dual enrollment students will participate in the certification course and testing opportunities.

Working collaboratively with Clovis USD, University of Massachusetts Global will provide APA's Fundamental Payroll Certification courses and certification exam to a cohort of 25 students from their Financial Services pathway. The wraparound support and other services associated with this partnership are similar to what is described for the FCC cohorts.

Through the certification opportunity, University of Massachusetts Global will assist the Collaborative in addressing the large equity gaps that minority students face. Providing the entry-level certification addresses employability of students through demonstrable industry recognized knowledge. Attaining academic credit through these opportunities, students will earn credit usable toward high school and college degree completion, both requirements to advance along several career paths. Including employer partners and various associations as stakeholder advisors on program outcomes further aligns education opportunities with employer needs, providing employers with talent pools for hire.

Project Progress Report

Overview

University of Massachusetts Global is preparing Adult Education learners and Dual Enrollment students to sit for the American Payroll Association's Fundamental Payroll Certification (FPC) exam to support the Collaborative's Accounting & Financial Management pathway. In addition to the exam prep course, students will receive course materials and an exam voucher.

FPC Exam Details

The APA has two testing windows annually for the FPC exam. The spring testing window is mid-March through mid-April and the fall testing window runs mid-September to mid-October. Our contract was finalized on February 11 so we were not able to prepare students in time for the spring testing window. We contacted the APA and requested a private testing window for a large group and were told that we needed to adhere to the established testing windows.

10-week Summer 2021 Program

In order to prepare students to test in the fall, we will offer ORGU 0013, PayTrain Level 1 over the summer. This 10-week, online course will be taught June 14-August 22. Our instructor is recommending a two-hour virtual session each week. The day and time is still TBD. Students should expect to spend about four hours per week reading, completing assignments and taking quizzes.

We can offer multiple sections of ORGU 0013 with a maximum of 30 students per section. We hope to dedicate one section for the Adult Ed learners and one section for Dual Enrollment students. If there are not enough students to support two sections, we will combine to offer one section. Conversely, if a section exceeds the 30-student maximum, we will add additional sections to accommodate students.

To further support student success, we will run “Zero Week” June 7-11. During Zero Week, coordinators from Brandman will schedule 30-minute one-on-one virtual meetings with students to achieve the following:

- Activate their University of Massachusetts Global account
- Log in to their University of Massachusetts Global email
- Access the learning management system
- Confirm they’ve received the course materials

The student activation sessions ensure that all students can access the course technologies, so they are prepared to start their course on day one.

20-week Fall 2021/Winter 2022 Program

In order to prepare students to test in the spring of 2022, we will offer ORGU 0013, PayTrain Level 1 during the school year for Dual Enrollment students. Since this program will take place during the school year, we are modifying the pacing of ORGU 0013 from 10 weeks to 20 week to allow students more time to learn and synthesize the content.

This 20-week, online course will be taught from October 2021 to March 2022. The first 10 weeks will run October-December 2021. We will break for the holidays and then continue with the remaining 10 weeks of the course from January-March 2022. Our instructor will offer a 1-hour virtual session each week. Exact program dates and the day and time of the weekly synchronous session is still TBD. Students should expect to spend about two hours per week reading, completing assignments, and taking quizzes.

We can offer multiple sections of ORGU 0013 with a maximum of 30 students per section. To further support student success, we will run “Zero Week” prior to the start date. During Zero Week, coordinators from Brandman will schedule 30-minute one-on-one virtual meetings with students to achieve the following:

- Activate their University of Massachusetts Global account
- Log in to their University of Massachusetts Global email
- Access the learning management system
- Confirm they have received the course materials

The student activation sessions ensure that all students can access the course technologies, so they are prepared to start their course on day one.

Clovis Unified

We met with Karen Boone on February 12 for an introductory call regarding the needs of their Dual Enrollment students pursuing the Accounting & Financial Management pathway. Karen identified 82 students who may be interested in the FPC certification. These students are part of the Career

Technical Education (CTE) program, taught by Joey Martinez.

On March 2 we met with Karen Boone and Joey Martinez to discuss program logistics. Joey will distribute a flyer for the summer program to his students. Both he and Karen agree that while there may be a few students who take advantage of the summer program, the bulk of Clovis Unified’s enrollments will come in the fall.

Joey Martinez will incorporate this content into his CTE program and hopes to pull in students from the banking & finance program as well as the financial literacy program.

Next step: provide finalized summer flyer
Fresno Community College (FCC)

On February 17, we met with Robert Pimentel, Dr. Tim Woods and Dr. Richard Tuttrup from FCC. They offer a Bookkeeping Fundamentals Certificate to 39 Dual Enrollment students from

Fresno Unified. These students are participating in a weeklong summer boot camp. We discussed offering

PayTrain Level 1 to these students immediately following the boot camp and hosting Zero Week during boot camp.

Additionally, FCC believes that the summer program may be of interest to their 27 Adult Ed learners.

Next steps:

- Schedule follow up meeting
- Provide draft summer flyer for review
- Finalize synchronous session date/time
- Discuss fall program
- Meet with Sherri Watkins regarding Adult Ed learners
- Provide finalized flyer to K-16 Collaborative for distribution to other partners