

PATHWAYS FOR ACADEMIC CAREER AND EMPLOYMENT (PACE)

Fiscal Year
2018



**COMMUNITY COLLEGES &
WORKFORCE PREPARATION**
PROSPERITY THROUGH EDUCATION
www.educateiowa.gov/ccpublications

**IOWA DEPARTMENT
OF EDUCATION**



Grimes State Office Building

Phone: 515-281-8260
www.educateiowa.gov

Ryan Wise
Director, Iowa Department
of Education
515-281-3436
ryan.wise@iowa.gov

Jeremy Varner
Administrator, Division of
Community Colleges and
Workforce Preparation
515-281-8260
jeremy.varner@iowa.gov

Barbara Burrows
Chief, Bureau of
Community Colleges
515-281-0319
barbara.burrows@iowa.gov

Pradeep Kotamraju
Chief, Bureau of
Career and Technical Education
515-281-4716
pradeep.kotamraju@iowa.gov

Mike Williams
Consultant, Bureau of
Community Colleges
515-725-2005
mike.williams@iowa.gov

Published: 2018

**State of Iowa
Department of Education**
Grimes State Office Building
400 E. 14th Street
Des Moines, IA 50319-0146

State Board of Education

Brooke Axiotis, Des Moines
Michael Bearden, Gladbrook
Bettie Bolar, Marshalltown
Joshua Byrnes, Osage
Angela English, Dyersville
Michael L. Knedler, Council Bluffs
Mike May, Spirit Lake
Mary Ellen Miller, Wayne County
Kimberly Wayne, Des Moines
Fez Zafar, Student Member, Clive

Administration

Ryan M. Wise, Director and Executive Officer
of the State Board of Education

**Division of Community Colleges
and Workforce Preparation**

Jeremy Varner, Division Administrator

Bureau of Community Colleges

Barbara Burrows, Bureau Chief

Bureau of Career and Technical Education

Pradeep Kotamraju, Bureau Chief

It is the policy of the Iowa Department of Education not to discriminate on the basis of race, creed, color, sexual orientation, gender identity, national origin, sex, disability, religion, age, political party affiliation, or actual or potential parental, family or marital status in its programs, activities, or employment practices as required by the Iowa Code sections 216.9 and 256.10(2), Titles VI and VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000d and 2000e), the Equal Pay Act of 1973 (29 U.S.C. § 206, et seq.), Title IX (Educational Amendments, 20 U.S.C. §§ 1681 – 1688), Section 504 (Rehabilitation Act of 1973, 29 U.S.C. § 794), and the Americans with Disabilities Act (42 U.S.C. § 12101, et seq.). If you have questions or complaints related to compliance with this policy by the Iowa Department of Education, please contact the legal counsel for the Iowa Department of Education, Grimes State Office Building, 400 E. 14th Street, Des Moines, IA 50319-0146, telephone number: 515-281-5295, or the Director of the Office for Civil Rights, U.S. Department of Education, Citigroup Center, 500 W. Madison Street, Suite 1475, Chicago, IL 60661-4544, telephone number: 312-730-1560, FAX number: 312-730-1576, TDD number: 877-521-2172, email: OCR.Chicago@ed.gov.

About the Report

The Department of Education’s Division of Community Colleges and Workforce Preparation has prepared this report per the requirements in Iowa Code, Section 260H, for the statewide Pathways to Academic Career and Employment Program. (PACE). This report was coordinated by the Department with the assistance of Iowa’s 15 community colleges.

Acknowledgements

The staff and administration of the Division of Community Colleges and Workforce Preparation wish to acknowledge and thank the 15 community college presidents and their staff for their assistance in developing this report. The figures noted in this report were obtained from each of Iowa’s 15 community colleges.

Table of Contents

Introduction	4
Analysis	6
Table 1. PACE Program Expenditures and Participant Summary	7
Table 2. PACE Participant Supports Financial Summary	8
Table 3. PACE Participant Supports Summary by Program, All Colleges	8
Table 4. PACE Supported Completions by Type	9
Table 5. PACE Financial and Participant Summary by College	9
Table 6.a PACE Participant Supports Noncredit Award Summary by College	10
Table 6.b PACE Participant Supports Credit Award Summary by College	10
Table 6.c PACE Participant Supports Credit & Noncredit Award Summary by College	11

Introduction

The Pathways for Academic Career and Employment (PACE) program is established to provide funding to community colleges for the development of programs that will lead to gainful, quality, in-state employment for members of target populations by providing them with both effective academic and employment training to ensure gainful employment and customized support services.

Target Populations

Individuals included in target populations are those who meet one or more of the following:

- Are deemed by definition to be low skilled.
- Earn incomes at or below 250 percent of the federal poverty level.
- Are unemployed.
- Are underemployed.
- Are dislocated workers.

Eligibility Criteria for Programs

Programs eligible for PACE funding are those that further the ability of members of target populations to secure gainful, quality employment; that further partnerships linking community colleges to industry and nonprofit organizations; and that further the following program outcomes:

- Acquire and demonstrate competency in basic skills.
- Acquire and demonstrate competency in a specified technical field.
- Complete a specified level of postsecondary education.
- Earn a National Career Readiness Certificate (NCRC).
- Obtain employer-validated credentials.
- Secure gainful employment in high-quality local jobs.

Programs should assist in meeting economic and employment goals such as the following:

- Economic and workforce development requirements in each region served by the community colleges as defined by regional advisory boards.
- Needs of industry partners in areas including, but not limited to, the fields of information technology, health care, advanced manufacturing, transportation and logistics, and any other industry designated as in-demand by regional advisory boards.

Program Component Requirements

Program components for a PACE program implemented at a community college shall:

- include recruitment, assessment, and referral activities;
- integrate basic skills and work-readiness training with occupational skills training;
- combine customized supportive and case management services with training services to help participants overcome barriers to employment; and
- provide training services at times, locations, and through multiple, flexible modalities that are easily understood and readily accessible to the target populations. Modalities shall support open entry, individualized learning, and flexible scheduling; and may include online remediation, learning labs and cohort learning communities, tutoring, and modularization.

Pipeline Program

Each community college receiving PACE funding shall develop a pipeline program in order to better serve the academic, training, and employment needs of the target populations. A pipeline program shall have the following goals:

- Strengthen partnerships with community-based organizations and industry representatives.
- Improve and simplify the identification, recruitment, and assessment of qualified participants.
- Conduct and manage an outreach, recruitment, and intake process, along with accompanying support services that reflect sensitivity to the time, financial constraints, and remediation needs of the target populations.
- Conduct orientations for qualified participants to describe regional labor market opportunities, employer partners, and program requirements and expectations.
- Describe the embedded educational support resources available through such project.
- Outline the basic skills that participants will learn and describe the credentials participants will earn.
- Describe success milestones and ways in which temporal and instructional barriers have been minimized or eliminated.
- Review how individualized and customized service strategies for participants are developed and provided.

Career Pathways and Bridge Curriculum Development Program

Each community college receiving PACE funding shall develop a career pathway and bridge curriculum development program designed to serve the academic, training, and employment needs of the target populations. A career pathway and bridge curriculum development program shall have the following components:

- The articulation of courses and modules, the mapping of programs within career pathways, and the establishment of bridges between credit and noncredit programs.
- The integration and contextualization of basic skills education and skills training. This process shall provide for seamless progressions between adult basic education and high school equivalency programs, and continuing education and credit certificate, diploma, and degree programs.
- The development of career pathways that support the attainment of industry-recognized credentials, diplomas, and degrees.

Pathway Navigators

Community colleges may use PACE funds to employ pathway navigators to assist students applying for or enrolled in eligible PACE and employment programs.

Pathway navigators shall provide services and support students in selecting PACE programs that will result in gainful, quality, in-state employment, and ensure students are successful once enrolled in PACE programs. Services the pathway navigators may provide include, but are not limited to, the following:

- Interviewing and selecting students for enrollment in PACE programs.
- Assessing students' skills, interests, and previous academic and work experience for purposes of placement in PACE programs.
- Working with students to develop academic and career plans, and to adjust such plans as needed.
- Assisting students in applying for and receiving resources for financial aid and other forms of tuition assistance.
- Assisting students with the admissions process, remedial education, academic credit transfer, meeting assessment requirements, course registration, and other procedures necessary for successful completion of PACE programs.
- Assisting in identifying and resolving obstacles to students' successful completion of PACE programs.

- Connecting students with useful college resources or outside support services such as access to child care, transportation, and tutorial assistance, as needed.
- Maintaining ongoing contact with students enrolled in PACE programs and ensuring students are making satisfactory progress toward successful completion of programs.
- Providing support to students transitioning from remedial education, short-term training, and classroom experience to employment.
- Coordinating activities with community-based organizations that serve as key recruiters for PACE programs, and assisting students throughout the recruitment process.
- Coordinating adult basic education services.

Regional Industry Sector Partnerships

Community colleges may use PACE funds to provide staff and support for the development and implementation of industry sector partnerships within their region.

Regional, industry sector partnerships may engage in, but are not limited to, the following activities:

- Bringing together representatives from industry sectors, government, education, local workforce boards, community-based organizations, labor, economic development organizations, and other stakeholders to determine how PACE programs should address workforce skills gaps, occupational shortages, and wage gaps.
- Integrating PACE programs and other existing supply-side strategies with workforce needs.
- Developing PACE initiatives that focus on the workforce skills, from entry-level to advanced, required by industry sectors within the region.
- Developing engaging and informative career pathways to help promote and educate the public about local career opportunities and potential for growth as identified by industry sectors.
- Structuring pathways so that instruction and learning of workforce skills are aligned with industry-recognized standards, where such standards exist.

For more information regarding pathways and sector partnerships go to sectorpartnerships.educateiowa.gov.

Analysis

This is the fifth year for Pathways for Academic, Career and Employment (PACE) reporting. PACE funds are allocated pursuant to the community college state general aid distribution formula established in Iowa Code and are eligible to be carried forward to the next year.

In FY 2018, the community colleges received a state appropriation of \$4,800,000 to implement the PACE program. Colleges made great progress in the implementation of their PACE funding throughout the year FY 2018.

Including the \$462,229 of funding appropriated in FY 2017 carried forward into FY 2018, colleges had a total of \$5,262,229 to spend over the past year.

In FY 2018, colleges spent a total of \$1,350,639 on tuition and books, equipment, fees, tutors and testing, including support unique to that individual and resources towards their employment pursuit and acquisition. A total of \$3,244,506 was spent on staff, faculty, and instruction for approved participants; and \$337,923 was spent on supplies and equipment, travel and training, marketing, communications, program development, and expanding outreach with regional Industry Sector Partnerships.

An estimated \$271,426 will be carried forward into FY 2019. It should be noted that a portion of these funds were already dedicated to those active students who were participating in, or waiting to participate in, PACE training programs during FY 2018.

An internal and external audit was performed in November 2017 with the business offices of each Community College, to confirm all annual allocations, expenses and carry forwards from inception. The business offices continued to verify the quarterly numbers for this reporting year.

In FY 2018, 4,390 individuals completed an application to be considered for tuition assistance under the PACE program. Of these applicants, 3,223 were approved and accepted into the PACE program. During FY 2018, 432 sought education in credit-bearing programs, with 109 of those students earning credit toward general studies. An additional 465 students sought training through noncredit programs. There were 1,071 National Career Readiness Certificates (NCRC) earned and 1,318 third-party credentials earned by PACE participant's during FY 2018.

PACE navigators provided active participants with personal, career, and support services over 7,164 times during the course of FY 2018 through interaction with each individual on a case-by-case basis. This demonstrates how committed the Pathway Navigators are to their clientele.

Colleges continue to work hard to implement PACE programs in their regions and communities as they align themselves with the new Workforce Innovation and Opportunity Act (WIOA) legislation. Each college has committed to building career pathway frameworks and structuring programs to ensure increased employment success of the identified target populations. This is achieved by refocusing program activities around collaboration with WIOA core partners and adult basic education programs, balancing services, and engaging sector partnerships.



Table 1. PACE Program Expenditures for all Community Colleges

Fiscal Year Budget 2018					
Carry-Forward 2017		\$462,229			
Current Year Allocation		\$4,800,000			
Total Available for this FY		\$5,262,229			
Line Item	Expenses per Quarter				YTD Expenses
<i>Student Expenses:</i>	<i>Q1</i>	<i>Q2</i>	<i>Q3</i>	<i>Q4</i>	
Education Support	\$240,408	\$143,083	\$276,112	\$274,155	\$933,758
Personal Support	\$62,157	\$121,114	\$100,860	\$109,546	\$393,678
Career Support	\$6,867	\$6,402	\$2,465	\$7,468	\$23,202
Subtotal	\$309,432	\$270,599	\$379,438	\$391,170	\$1,350,639
Community College Costs:					
Pathway Navigator	\$611,765	\$633,646	\$627,731	\$650,431	\$2,523,573
Other Personnel	\$162,656	\$189,121	\$172,734	\$196,422	\$720,933
Travel	\$8,676	\$15,938	\$8,503	\$14,335	\$47,451
Supplies & Equipment	\$5,968	\$7,676	\$31,905	\$90,554	\$136,103
Other	\$13,974	\$18,029	\$58,885	\$63,481	\$154,368
Subtotal:	\$803,039	\$864,410	\$899,757	\$1,015,223	\$3,582,429
Regional Industry Sector Partnerships	\$10,732	\$14,184	\$13,462	\$19,359	\$57,736
Total Expenses	\$1,123,202	\$1,149,193	\$1,292,657	\$1,425,751	\$4,990,803
	Estimated Carry Forward to Next FY				\$271,426
Participant Program Summary 2018	Q1	Q2	Q3	Q4	YTD Total
Number of Completed Applications	1,522	1,084	795	989	4,390
Number of Approved Participants	1,285	688	684	566	3,223
Number enrolled in MIS*	1,324	659	675	574	3,232
Participant Program Summary 2017	Q1	Q2	Q3	Q4	YTD Total
Number of Completed Applications	1,743	947	1020	914	4,624
Number of Approved Participants	1,414	560	846	541	3,361

*New data element for 2018 collected manually by PACE reporter

Table 2. PACE Financial Summary by Support, 2018

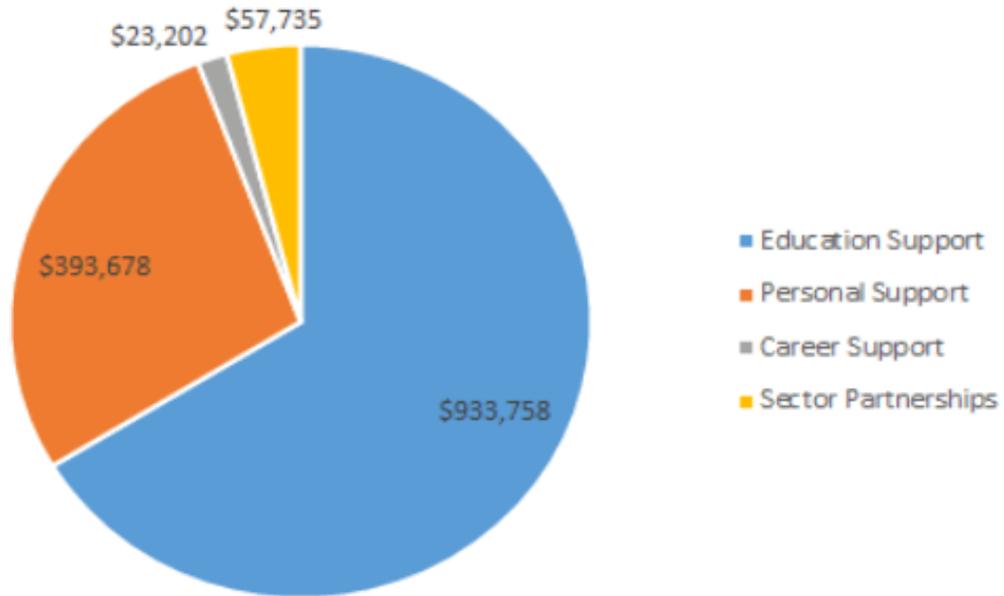


Table 3. PACE (duplicated) Participant Supports Summary by Program, 2018

<i>Summary of Supports Provided</i>		<i>Total</i>
Education Supports		3,624
Personal Supports		1,485
Career Supports		2,055
<i>Training Activities Pursued</i>		
CTE Credit		432
CTE Noncredit		465
General Studies Credit only		109
	Total trained	109
<i>Credentials Earned</i>		
	Number of NCRC credentials earned	1,071
	Number of 3rd party credentials earned	1,318

Table 4. PACE-Supported Completions by Type, FY 2018

Summary of Awards Received by PACE Students

Certificate Program	432
Diploma Program	465
Associate Degree	409
Industry Credential	441

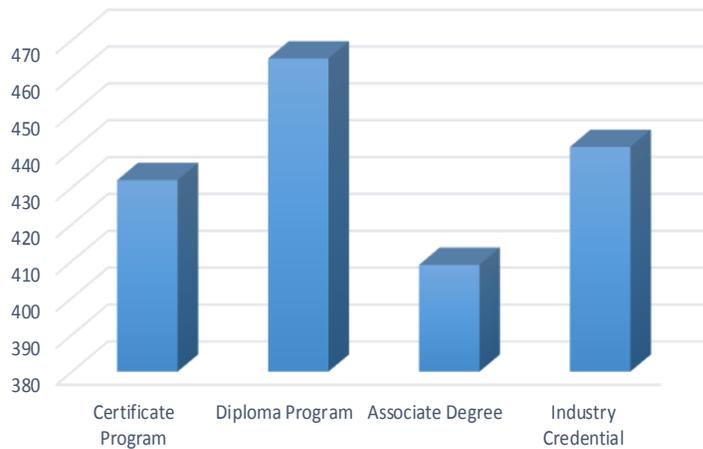


Table 5. PACE Financial and Participant Summary by College, FY 2018

College	2018 Fiscal Year Allocation	2018 Total Available Funds	2018 Total Expenditures	2018 Completed Applications	2018 Approved Participants	2018 MIS Enrolled
Northeast Iowa	\$236,073	\$257,662	\$232,874	492	316	216
North Iowa Area	\$224,977	\$352,644	\$219,624	127	59	100
Iowa Lakes	\$206,546	\$208,440	\$208,440	345	340	340
Northwest Iowa	\$105,421	\$106,356	\$106,326	37	36	80
Iowa Central	\$278,124	\$349,580	\$349,580	56	56	87
Iowa Valley	\$203,786	\$206,597	\$202,779	122	103	131
Hawkeye	\$319,681	\$300,026	\$296,803	262	139	160
Eastern Iowa	\$409,540	\$551,138	\$550,218	493	372	372
Kirkwood	\$751,802	\$766,001	\$759,642	124	138	205
Des Moines Area	\$856,798	\$856,798	\$856,798	1,312	712	0
Western Iowa Tech	\$270,392	\$270,392	\$270,392	306	502	498
Iowa Western	\$302,732	\$319,693	\$261,678	134	106	562
Southwestern	\$107,238	\$144,643	\$111,924	119	23	66
Indian Hills	\$334,215	\$356,396	\$352,776	288	148	350
Southeastern	\$192,675	\$215,862	\$210,950	173	173	65
Total	\$4,800,000	\$5,262,229	\$4,990,803	4,390	3,223	3,232

Table 6a. PACE Participant Program Noncredit Awards by College, FY 2018

Non Credit			
College	Personal	Career	Education
Northeast	41	129	489
North Iowa Area	42	41	54
Iowa Lakes	0	365	365
Northwest	0	0	0
Iowa Central	19	25	8
Iowa Valley	3	2	1
Hawkeye	3	112	62
Eastern Iowa	34	25	182
Kirkwood	77	51	95
Des Moines Area	50	57	118
Western Iowa Tech	0	0	0
Iowa Western	21	79	157
Southwestern	0	4	11
Indian Hills	114	114	114
Southeastern	16	7	16
Total Participating	420	1,011	1,672

Table 6b. PACE Participant Program Credit Awards by College, FY 2018

Credit			
College	Personal	Career	Education
Northeast	5	23	349
North Iowa Area	43	49	88
Iowa Lakes	0	0	0
Northwest	10	0	74
Iowa Central	30	62	18
Iowa Valley	65	20	57
Hawkeye	52	52	51
Eastern Iowa	93	102	273
Kirkwood	57	12	56
Des Moines Area	58	103	303
Western Iowa Tech	498	498	498
Iowa Western	0	1	18
Southwestern	0	0	19
Indian Hills	75	75	75
Southeastern	79	47	73
Total Participating	1,065	1,044	1,952

Table 6c. PACE Participant Supports Credit & Noncredit Awards by College, FY 2018

Credit and Noncredit Totals			
College	Personal	Career	Education
Northeast	46	152	838
North Iowa Area	85	90	142
Iowa Lakes	0	365	365
Northwest	10	0	74
Iowa Central	49	87	26
Iowa Valley	68	22	58
Hawkeye	55	164	113
Eastern Iowa	127	127	455
Kirkwood	134	63	151
Des Moines Area	108	160	421
Western Iowa Tech	498	498	498
Iowa Western	21	80	175
Southwestern	0	4	30
Indian Hills	189	189	189
Southeastern	95	54	89
Total Participating	1,485	2,055	3,624



COMMUNITY COLLEGES & WORKFORCE PREPARATION

PROSPERITY THROUGH EDUCATION

The Division of Community Colleges and Workforce Preparation within the Iowa Department of Education administers a variety of diverse programs that enhance Iowa's educational system and help to prepare a skilled and knowledgeable workforce. Divided between two bureaus — the Bureau of Community Colleges and the Bureau of Career and Technical Education — the Division is committed to providing and supporting opportunities for lifelong learning. In addition to working with Iowa's 15 public community colleges on state accreditation, program approval, equity review, and data reporting, guidance is also provided in the areas of career and technical education, workforce training and economic development, adult education and literacy, military education, the state mandated OWI education program, the GAP Tuition and PACE programs, Senior Year Plus, the National Crosswalk Service Center, and the Statewide Intermediary Network program.