

DISPLAYING EARNED VS. ATTEMPTED CREDITS PERCENT AS A REQUIREMENT IN A DARS AUDIT

How can I display the percentage of successfully completed home courses on the DARS audit?

In response to a new MnSCU policy, effective fall 2007, which requires institutions to monitor percent completion as part of Satisfactory Academic Progress, documented below is a DARwin requirement that will compute and display the percent completion of home courses. For example, if a student has attempted 100 credits and successfully completed 60 credits, than the percent completion rate for home courses would be 60%,

Here is a sample policy from one MnSCU institution:

Effective Fall 2007, a student is required to progress toward the completion of an academic program by successfully completing 67% of all credits attempted at XXX. XXX College uses cumulative credits successfully completed, divided by credits attempted at XXX to measure a student's completion percentage. Attempted credits include classes completed with a satisfactory grade, classes with no grade, withdrawal or incomplete grades, and failed classes.

Grade Table

You first must assign a condition code in your audit (globe) Grade Table to either all of your successful home grades or to all of your unsuccessful home grades. For our demonstration example below, we have assigned a G condition code to all successful grades (A, B, C, D) and an F condition code to all unsuccessful grades (F, W, I), but you only need to do one or the other, not both. In order to keep Z – in-progress courses from counting as attempted courses, you must also assign a condition code to the Z grade. In our example here, we have assigned a Z condition code to the Z grade.

A	Grade	Report Grade	GPA Pt	GPA Calc	Add Credit	Add Count	IP	Condg	Ac tion	Pseu do	Force	Delig	Re place	C K
8	A		4.000	Y	Y	1		ABCG				X	R	more
9	TA		4.000	Y	Y	1		TABC				X	R	more
10	B		3.000	Y	Y	1		BCCG				X	R	more
11	TB		3.000	Y	Y	1		TBC				X	R	more
12	C		2.000	Y	Y	1		CCG				X	R	more
13	TC		2.000	Y	Y	1		TC				X	R	more
14	D		1.000	Y	Y	1		DG				X	R	more
15	TD		1.000	Y	Y	1		T				X	R	more
16	TCR		.000		Y	1		T				X	R	more
17	NTD		.000			0		TF				X	R	more
18	F		.000	Y		0		F				X	R	more
19	W		.000			0		F				X	R	more
20	TW		.000			0		TF				X	R	more
21	I		.000			0		F				X	R	more
22	TI		.000			0		TF				X	R	more
23	Z		.000		Y	1	I	CZ				X	R	more
24	TZ		.000		Y	1	I	CTZ				X	G	more
25	AU		.000			0						X	R	more
26	TAU		.000			0		T				X	R	more
27	IP		.000			1		I				X	R	more
28	TIP		.000			1		T				X	R	more
29	NC		.000			0		M				X	R	more

Requirement and Sub-requirement Encoding

Create a new requirement that can be inserted into any of your programs in DARS. We called ours SAP %.

The screenshot shows the 'Requirement: SAP % 19993' window. The 'Reporting' tab is active. The 'Completion Rules' section includes: Required Sub-req's: 1 (with 'X - Suppress all' selected), Required Hours: 0.0 (with 'X - Suppress all' selected), Required GPA: 0.0, Required Count: 0, and Maximum Hours: 999.9. The 'Matching Rules' section includes: Course Condition Codes (Accept 1/2: , Reject 1/2:) and Conditional Requirement (Accept System CC: , Reject System CC:). The 'Condition Code Assignment' section includes: Assignment Control: and Assign Condition Codes: .

In the Reporting tab of the requirement, we chose to "Suppress completion status", so that this requirement does not show an OK, NO or IP in front of it.

This close-up view of the 'Reporting' tab shows the 'No List' section with various radio button options: Not implemented, S: Eliminate when complete, H: Hide, I: Hide unless In Progress, M: Hide unless match, Z: Suppress 'NEEDS' summary line, F: Suppress if not needed, C: Hide until met, G: Hide until met/ suppress if not needed, V: Suppress 'Not/Select From' after met, N: Suppress when met/Show title, '...From' when not, Q: Suppress 'Not/Select From', and X: Suppress when met/Show title when not met. The 'Completion Status' dropdown menu is highlighted with a pink oval and set to '!' - Suppress completion status. Other fields include In Progress Summary: , Laser Table Control: OK 1/2 No 1/2 , and GPA Variance: .

There is one sub-requirement. In this example we are rejecting courses with the F condition code assigned to unsuccessful grades in our world grade table.

There are four critical elements in the encoding of this sub-requirement:

1. The Sub-req ReUse field must be set to P – Percentage
2. The H Matching Rules condition code (to collect home courses only) must be entered in the second field, which is the AC2 field. Note the description at the bottom of the screen for AC2: Accept condition code **or condition code scan where ReUse = U, V, or P.**
3. The Reject Z must be in the RC2 field to keep in-progress grades from factoring in as attempted credits.
4. The Required GPA field at the sub-requirement level must be left with no suppression in order to report the percentage completion rate on the audit.

Requirement: SAP % 1993

SAP %
Sub 1: 0 0.0

Sub-Requirement 1

Required Count: 0 X - Suppress all
 Required Hours: 0.0 X - Suppress all
 Required GPA: 0.0
 Maximum Hours: 999.9

Sub-req. ReUse: P - Percentage

Matching Rules

Accept: H OR
 Reject: F Z AND

OR'd Sub-requirement:

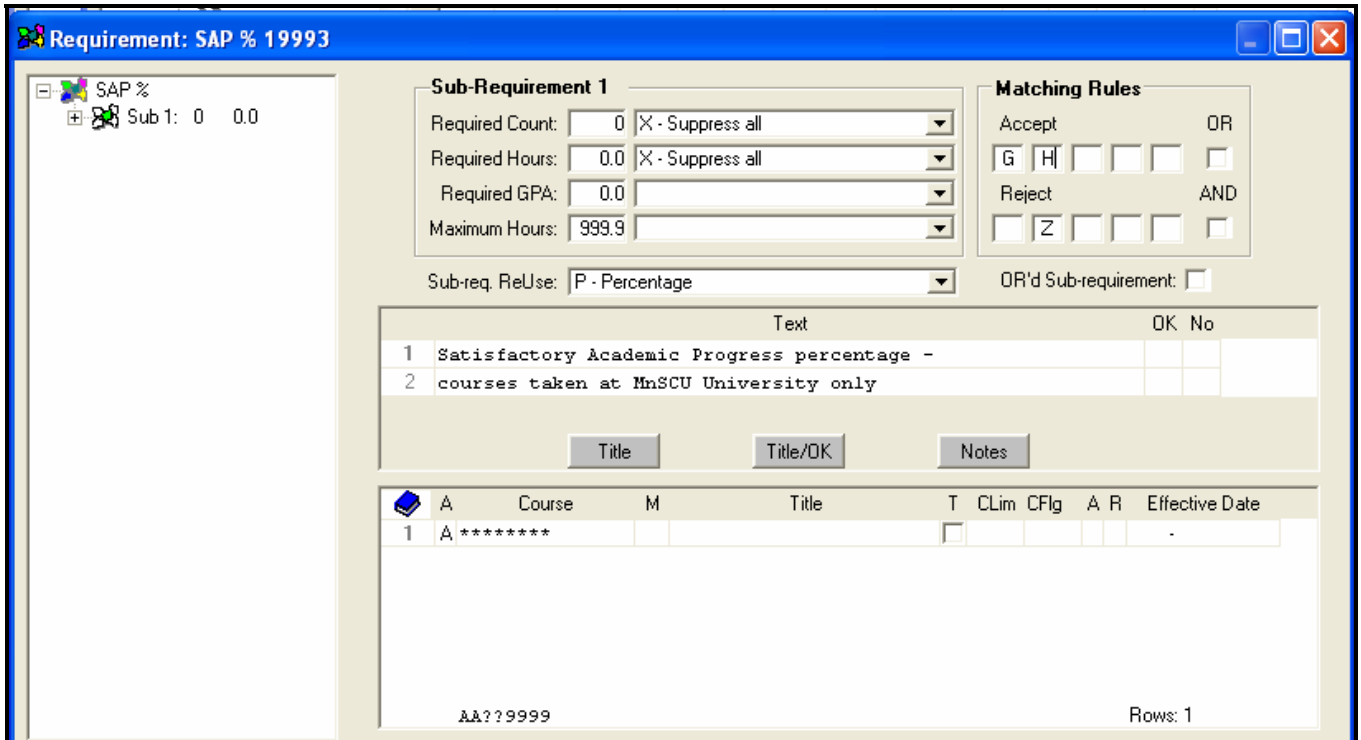
Text		OK	No
1	Satisfactory Academic Progress percentage -		
2	courses taken at MnSCU University only		

	A	Course	M	Title	T	CLim	CFig	A	R	Effective Date
1	A	*****			<input type="checkbox"/>					-

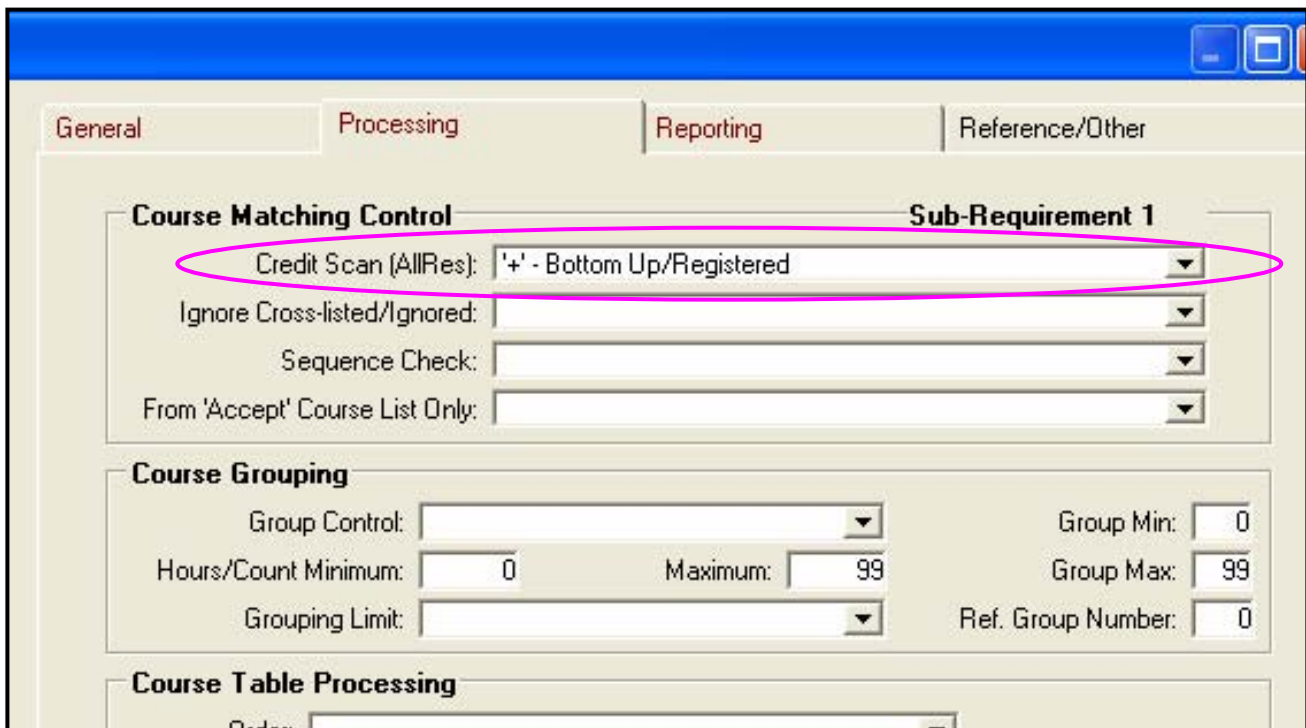
AA??9999 Rows: 1

AC2: Accept condition code, or condition code scan where ReUse = U, V, or P.

As an alternative, in the example below, instead of rejecting courses with the F condition code, we are accepting courses with the G course condition code, which is assigned in the audit (globe) grade table to successful grades.



In the alternate view of the sub-requirement there is a critical setting that must be made in the Processing tab. Credit Scan (AllRes) must be set to '+' – Bottom Up/Registered:

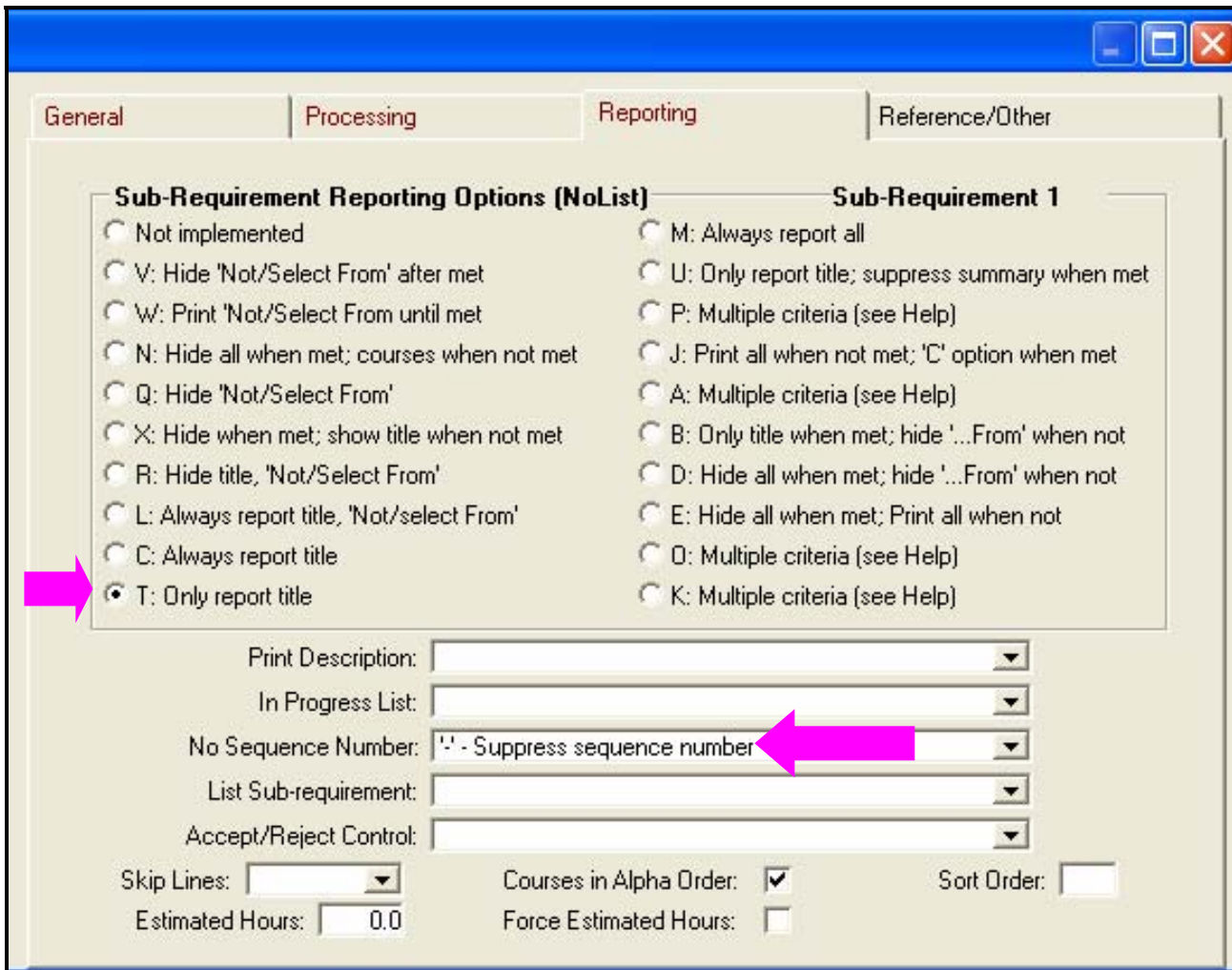


In the General Tab of the sub-requirement Alternate View you may also wish to set the Required field (REQFLG) to X - Optional – Will not count toward REQSRQ. That will keep the * from printing in front of the sub-requirement on the Audit.

The screenshot shows a software interface with four tabs: General, Processing, Reporting, and Reference/Other. The 'General' tab is active. It contains several sections:

- Sub-Requirement 1:** Fields for Required Count (0), Required Hours (0.0), Required GPA (0.0), and Maximum Hours (999.9). Each has a dropdown menu, with the first two set to 'X - Suppress all'.
- Sub-req. ReUse:** Set to 'P - Percentage'.
- Condition Code Assignment:** Two 'Control' dropdowns (first set to '' - <Normal Processing>'), 'Assign Code' checkboxes, 'Assign After Limit' checkbox, and 'Assign Due to Max' checkbox.
- Required:** A dropdown menu highlighted with a pink oval, set to 'X - Optional - Will not count toward REQSRQ'.
- Negative Req:** A dropdown menu.
- Match Once:** A dropdown menu.
- In Progress:** A dropdown menu.
- Matching Rules:** 'Accept' and 'Reject' sections with checkboxes for 'G', 'H', and 'OR'/'AND'.
- OR'd Sub-requirement:** A checkbox.
- Conditional Sub-Req:** 'Accept System CC' and 'Reject System CC' checkboxes.
- Maximum Course Count:** Set to 99.
- Exclude from Ref Art:** A checkbox.
- Limit Top Down:** A checkbox.

Additionally, in the Reporting Tab of the sub-requirement Alternate View, you may wish to choose a NoList of T: Only report title and set the No Sequence Number (NOSEQNO) field to '- Suppress sequence number.



Degree Audit results

Here is what this requirement looks like on our sample Degree Audit:

<pre>This requirement computes and displays the percentage of succesfully completed home courses Satisfactory Academic Progress percentage - courses taken at MnSCU University only 75.6 %</pre>
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