

Implementation Date: _____
 Campus: _____



Palm Beach Community College
 Course Seat Occupancy Comparison by District/Campus, Term and Time Block

Course	Time	Term	Sections	Enroll	Limit	Avg Size	Occup	FTE	
ACG2022	Day	20072 20082	end current	12 12	345 249	420 425	28.8 20.8	82.1% 58.6%	46.0 33.2
	Evening	20072 20082	end current	5 5	163 134	175 176	32.6 26.8	93.1% 76.1%	21.7 17.9
	Other	20072 20082	end current	2 2	55 40	70 72	27.5 20.0	78.6% 55.6%	7.3 5.3
TOTALS		20072 20082	end current	19 19	563 423	665 673	29.6 22.3	84.7% 62.9%	75.1 56.4
ACG2071	Day	20072 20082	end current	6 7	166 123	210 249	27.7 17.6	79.0% 49.4%	16.6 12.3
	Evening	20072 20082	end current	6 7	154 118	200 238	25.7 16.9	77.0% 49.6%	15.4 11.8
	Other	20072 20082	end current	1 1	30 36	35 36	30.0 36.0	85.7% 100.0%	3.0 3.6
TOTALS		20072 20082	end current	13 15	350 277	445 523	26.9 18.5	78.7% 53.0%	35.0 27.7
ACG2100	Evening	20072 20082	end current	1 0	9 0	24 0	9.0 -	37.5% -	.9 -
	TOTALS		20072 20082	end current	1 0	9 0	24 -	9.0 -	37.5% -
ACG2360	Evening	20072 20082	end current	1 1	10 12	35 35	10.0 12.0	28.6% 34.3%	1.0 1.2
	TOTALS		20072 20082	end current	1 1	10 12	35 35	10.0 12.0	28.6% 34.3%
ACG2450	Evening	20072 20082	end current	1 1	15 16	28 28	15.0 16.0	53.6% 57.1%	1.5 1.6
	TOTALS		20072 20082	end current	1 1	15 16	28 28	15.0 16.0	53.6% 57.1%
ACG2001	Evening	20072 20082	end current	6 0	28 0	28 0	6.0 -	21.4% -	.6 -
	TOTALS		20072 20082	end current	6 0	28 0	28 -	6.0 -	21.4% -
ACG2002	Evening	20072 20082	end current	7 8	161 81	245 281	23.0 10.1	65.7% 28.8%	16.1 8.1
	Weekend	20072 20082	end current	1 1	13 2	35 36	13.0 2.0	37.1% 5.6%	1.3 .2
	Other	20072 20082	end current	3 3	99 52	105 108	33.0 17.3	94.3% 48.1%	9.9 5.2
TOTALS		20072 20082	end current	18 11	391 83	648 281	21.7 10.1	60.3% 28.8%	39.1 8.1
ACG2003	Evening	20072 20082	end current	7 7	161 81	245 281	23.0 10.1	65.7% 28.8%	16.1 8.1
	Weekend	20072 20082	end current	1 1	13 2	35 36	13.0 2.0	37.1% 5.6%	1.3 .2
TOTALS		20072 20082	end current	8 8	174 83	280 281	23.0 10.1	65.7% 28.8%	17.4 8.1

Program Proposal

Program Description

Program Name: Physical Therapy Assisting

Degree or Certificate Title: Associate in Science (AS)

Program Length: 74 Credit Hours Clock Hours

State CIP Code: 1317.081500 SOC Code: 31-2021

State Frameworks Available? Yes No

Limited Access Yes No

Summary

Demand for physical therapist assistants will continue to increase as Baby Boomers age and require services. Also, by 2020 physical therapists will be required to hold doctorate degrees and are expected to spend most of their time on assessments and appraisals, requiring the services of assistants for hands-on activities. Forecasts for 20 job openings per year in Palm Beach County appear low, as the percent of residents over age 50 is expected to increase from 30.4% to 44.3% by 2015.

Currently, the only school in Palm Beach County offering physical therapy assisting programs is South Florida State College, which graduated 18 students in 2006. The College offers a 2-year program in Coconut Creek from which 25 students graduated in 2006.

The program requires a substantial capital investment to equip a clinic. Monies for the purchase are not available through the county's bond program. The program requires at least 10,000 sq. ft. of space. Additional related space is recommended in the State Requirements for Educational Facilities.

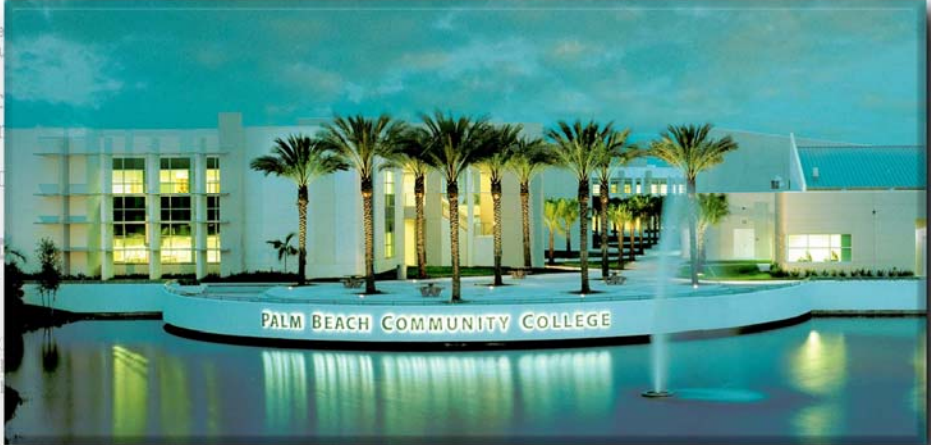
The median salary for physical therapy assistants in Palm Beach County is approximately \$45,000. The salary level and high demand should attract enough students to operate the program at maximum capacity. Assuming full-time attendance, PBCC can expect to realize approximately 37 FTE per year from the core courses of this program after the program reaches maximum capacity in year two.

Occupation Description

Physical therapist assistants perform a variety of tasks under the direction and supervision of a physical therapist.

Palm Beach Community College
Physical Therapy Assisting Program
Program/District

2003-04	30	48.1	48.1
Sections offered	30		
Duplicated headcount	48.1		
Generated FTE	48.1		
% of fall/spring sections taught by full-time faculty	0.0%	0.0%	0.0%
Course success rate (A/B/C/P)	92.8%	94.3%	96.0%
Course withdrawal rate	1.0%	1.0%	0.6%



Graduates and completion points

	Program graduates				Occupational completion points (OCPs)			
	2003-04	2004-05	2005-06	2006-07	2003-04	2004-05	2005-06	2006-07
Associate in Science Fire Science (2195)	7	3	4	3	not applicable for credit programs			
College Credit Certificate Emergency Management (6437)	new program for 2007-08							
PSAV Certificate Fire Apparatus Operator (5615)			23	20			214	34
Fire Instructor (5616)			6	0			188	31
Fire Inspector I (5618)			5	7			196	38
Fire Investigator I (5619)			0	0			6	4
Fire Officer I (5617)			0	0			0	0
Spec. Fire Safety Inspector (5620)			5	0			29	15

Just the Facts, Ma'am
Using Data to Drive Student Success at PBCC

BLUEPRINT FOR PROGRAM PLANNING

INSTITUTIONAL RESEARCH & EFFECTIVENESS

Palm Beach Community College, a richly diverse comprehensive two-year institution with a history of achievement since 1932, is dedicated to serving the educational needs of the residents of Palm Beach County by providing the associate in arts, associate in science and associate in applied science degrees, professional certificates, workforce development and lifelong learning.

THE MISSION of Palm Beach Community College is to provide an accessible and affordable education through a dedicated and knowledgeable faculty and staff, a responsive curriculum and a strong community partnership, which together will enable students to think critically, demonstrate leadership, develop ethical standards and compete effectively in the global workplace.



Join Us Online at <http://www.pbcc.edu/x1248.xml>

Report	Webpage Section
Seat Occupancy Reports	Academic Management Data
Blueprint for Program Planning	Program Planning Tools
Campus Demographic Reports	Program Planning Tools
Grade Distributions	Online Statistics

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Institutional Research & Effectiveness

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Institutional Research & Effectiveness

Home > Institutional Research & Effectiveness

Office of Institutional Research & Effectiveness

The Office of Institutional Research & Effectiveness (IRE) forms a vital part of Palm Beach Community College's accountability and planning efforts at the Districtwide level. Serving under Academic Affairs, IRE acts as PBCC's institutional research and strategic planning office. The Office's responsibilities reach across many areas of the College. Some of these areas are highlighted below.

Research and Data Services
Institutional Research & Effectiveness has primary responsibility for the preparation of delivery of internal data reports. *Panorama*, the College's annual student enrollment report, is produced in IRE, and it is available to all faculty and staff upon request. Many ad hoc data reports for staff and management are also provided by IRE for informational and decision-making purposes.

Questionnaires and Surveys
IRE also acts as a clearinghouse for all internal questionnaires and surveys used for evaluating college programs and services. Faculty and staff can come to the Office for help in developing studies and questionnaires, methods of data

Quick Links
Data request form
IE Process Login
Online IE Process Manual
Online IE Process PowerPoint
Academic Services
Reports Coordination
Calendar of Reports
Perkins Grant

Printer Friendly Page

- > Academic Management Data
- > CCSSE 2007
- > Program Planning Tools
- > Online Statistics
- > Panorama
- > Research Reports and Surveys
- > Data Reports Available by Request
- > Strategic Plan
- > Forms and Instructions
- > Student Assessment of Courses and Faculty
- > FAQ
- > Glossary of Acronyms
- > Glossary of Terms

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PBCC - Office of Institutional Research & Effectiveness

Meet the Staff

Research Sites

Introduction to Florida Administrative Code

Introduction to Florida Statutes

Introduction to SCNS website

collection, data analysis and report-writing. Below are some examples of projects conducted by IRE:

- Demographics and needs of prior students and currently-enrolled students
- Needs assessment of specific vocational program areas
- Student evaluation of specific program areas

Student Assessment of Courses and Faculty
IRE is responsible for managing the Student Assessment of Courses and Faculty, which is conducted in the Fall and Spring terms. Near the end of the term, students are given the opportunity to assess their instructors on a variety of assessment items. This project includes the development and distribution of student assessment materials, scanning and analyzing the assessments, and distributing the results. IRE is currently researching online student assessment methods with the intent of piloting a program in Fall 2006.

Institutional Effectiveness Process
Another major responsibility that falls under IRE is development, implementation and maintenance of the online institutional effectiveness process. This systems helps to support all units, clusters and departments in continuous quality improvement for accountability and decision-making.

Strategic Planning
Finally, IRE guides and supports the administration, faculty, staff and students in the continuous development and implementation of the Palm Beach Community College Strategic Plan.

The Office of Institutional Research & Effectiveness is located on the Lake Worth campus of Palm Beach Community College, on the third floor of the Count and Countess de Hoernle Technology Center, Rooms TC303 and TC304.

All Locations | Belle Glade | Boca Raton | Lake Worth | Palm Beach Gardens | Satellite Locations
Current / Returning Students | Prospective Students | Corporate and Continuing Education (CCE) Students
| Visitors / Friends / Alumni / Donors | Business / Community Partners | Faculty / Staff Resources

Palm Beach Community College is an equal opportunity/affirmative action institution. Please read the [PBCC Internet Privacy Statement](#), the [Nondiscrimination Policy](#), and the [Harassment Policy](#).

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Program Assessment Tools

Report	Description
Blueprint for Program Planning	Needs assessment used to assess the environment and identify potential new programs. Produced and updated on demand.
Program Proposals	Program-specific information used in deciding which programs to adopt. Produced on demand.
Program Health Indicators	Measures variables used in decision-making regarding continuing, eliminating or revising programs. Produced annually.

Blueprint for Program Planning

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Full document is available at:

http://www.pbcc.edu/documents/institutional_research/reports/blueprint.pdf

Implementation Date: _____
Campus: _____



Program Proposal

Program Description

Program Name: Health Information Management

Degree or Certificate Title: Associate in Science (AS) or Applied Associate in Science (AAS)

Program Length: 67 Credit Hours Clock Hours

State CIP Code: AS: 1317.050600 AAS: 0317.050600 SOC Code: 29-2071

State Frameworks Available? Yes X No

Limited Access Yes X No 15 per term (45 per year)

Summary

Health Information Management (HIM) is growing field with strong demand in this region. Currently, only Broward Community College and Indian River Community College offer accredited programs locally at the associate's degree level. During the 2005-2006 academic year, Broward Community College awarded 15 degrees and Indian River Community College awarded 14 degrees in HIM.

PBCC offers advanced technical diplomas in medical coder/biller and medical transcription. Required courses for these programs are part of the core requirements for HIM. PBCC can meet accreditation requirements for HIM by converting these courses from clock hours to credit hours and developing an additional six core courses. Current computer labs can be converted to HIM labs by adding the appropriate software.

Julia Steff, PSAV instructor of coder/biller and medical transcription, will have completed requirements for program manager by summer 2009. Staffing for the current diploma programs would eventually be enhanced by one additional full-time instructor and two adjuncts to round out the HIM core component. One administrative FTE is recommended and can be shared by HIM and the diploma programs.

Current students in the coder/biller and transcription programs tend to be employed females over age 30. Some students are training to return to the workforce, but most (approximately 75%) are employed in a variety of occupations, ranging from legal to accounting to housekeeping. Limited access of 15 per term is recommended: one day full-time session and two evening part-time sessions. Many courses can be offered completely online or as hybrid classes.

Occupation Description

Every time a patient receives health care, a record is maintained of the observations, medical or surgical interventions, and treatment outcomes. Medical records and health information technicians organize and evaluate these records for completeness and accuracy.

Job prospects should be very good. Employment of medical records and health information technicians is expected to **grow much faster than average** for all occupations through 2014 because of rapid growth in the number of medical tests, treatments, and procedures that will be increasingly scrutinized by health insurance companies, regulators, courts, and consumers.

Needs Assessment

	Average Annual Openings ²	Average Annual Growth Rate ²	Median Hourly Wage ¹
Palm Beach County ¹	42	4.7%	\$13.29
Regional (Palm Beach Broward, Martin, Glades, Okeechobee Counties) ¹	81	5.1%	\$13.38
Florida ¹	461	4.3%	\$12.57
United States ³	6,870	4.3%	\$12.83

Note: Category also includes medical coders/billers

¹ Source: CCBenefits Community College Strategic Planner

² New and replacement openings

³ Source: Bureau of Labor Statistics

Primary Student Market

Current students in medical coding/billing and transcription programs tend to be female, over age 30 and either returning to the workforce or changing careers. Student careers are as varied as attorney, accountant, clerical and housekeeping. Approximately 75% of the students are employed. The primary market will include:

- Current students in medical coding/billing or transcription programs
- Current employees working in medical coding/billing or other health care office occupations
- Temporary employment agencies specializing in coding/billing and transcription
- Employed persons seeking a career change

Other Similar Programs

Local:

School	Degree	Awards ¹ 7/01/05 – 6/30/06
Broward Community College (North Campus)	AS	15
Indian River Community College	AS	14
Miami Dade College	AS	25

¹Source: IPEDS

State:

School	Degree	Awards ¹ 7/01/05 – 6/30/06
Central Florida Community College	(AS)	6
Daytona Beach Community College	(AS/AAS)	9
Florida Community College at Jacksonville	(AS/AAS)	7
Lake-Sumter Community College	(AAS)	8
Pensacola Community College	(AAS)	21
Polk Community College	(AS/AAS)	3
St. Johns River Community College	(AS)	5
St. Petersburg Community College	(AS/AAS/ATC)	26
Tallahassee Community College	(AS)	0

¹Source: IPEDS

Curriculum Overview

Entrance Requirements (suggested):

- High school diploma or GED
- Completion of pre-requisite courses with a minimum 2.0 GPA

Completion Requirements:

- Completion of 67 semester hours of credit and a minimum degree grade point average of 2.0 or higher
- Completion of all courses in the degree program with a grade of "C" or higher

Instructional Delivery Methodology:

- Classroom
- Distance learning
- Computer laboratory
- Clinical experience

Articulation Opportunities:

Articulation into the program from:

- PBCC Medical Coder/Biller program
- PBCC Medical Transcription program
- Other qualified medical coder/biller or medical transcription programs

Articulation from the program to Bachelor of Science degrees in HIM offered at:

- Florida A&M University
- Florida International University
- University of Central Florida
- Online accredited programs

Accreditation Requirements

Accrediting Agency: Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)

Website: <http://www.cahiim.org>

Fees (2007)

Application fee:	\$2,000
Site visit processing fee:	\$ 500
Site visit expenses:	As incurred
Annual accreditation fee:	\$1,200 (billed in November for following calendar year)
Late fee:	\$ 500

Process:

- On-site visit as determined by CAHIIM
- Submitting CAHIIM Annual Program Assessment Report (APAR) by required date.
- Participating in a designated periodic site visit

Facilities Requirements¹

		Comments
Classroom	525sf	Standard related classroom
Computer Lab	1,320sf	Can use existing computer labs in ETA building
Storage, Material	150sf	
Storage, Project	100sf	
Program Mgr Office	135sf	Existing space – ETA 247

¹State Requirements for Educational Facilities

Student Services Impact

Additional services will not be required for 15 students per term.

Equipment Requirements

Type	Estimated Capital Outlay	Comments
Program-specific software	\$2,500	Chart management, tracking deficiency, and abstracting for 15 stations
Cancer registry software	0	Registry Plus™ is available free through the Centers for Disease Control
Scanner	\$400	

Budget & Pro Forma Projections

Students

Semester	Headcount	FTE for Fall Semester	FTE per Year
1 st Fall Semester	10	1.0	9.5
3 rd Fall Semester	52	10.6	30.6
5 th Fall Semester	58	12.1	33.0

Assumptions:

1. Based on Daytona Beach CC sample program of study
2. Assumes full-time attendance
3. Assumes 75% retention terms one to two, 75% retention terms two to three, 100% retention thereafter
4. FTE calculated for core curriculum credits only
5. Program admits up to 15 students per term

Personnel

	Annual Salary	Number Year 1	Number Year 3	Number Year 5
Program Manager ¹	\$57,600	.5	.5	.5
Full-Time Faculty ²	\$53,760	0	1	1
Adjunct Faculty ²	\$2100 per class	6	9	9
Administrative ³	\$26,880	.5	.5	.5

¹Must be certified as a Registered Health Information Technician (RHIT) or Registered Health Information Administrator (RHIA) and must have a minimum of a baccalaureate degree.

²CAHIIM recommends the equivalent of two full-time faculty members.

³CAHIIM recommends minimum one FTE for secretarial support.

Assumptions:

1. Benefits calculated at 28% of salary.
2. Program manager will divide time between HIM and PSAV coding/billing and transcription programs.
3. Administrative assistant will divide time between HIM and coding/billing and transcription programs.

Other

	Year 1	Year 3	Year 5
Supplies – Educational	\$7,500	\$8,000	\$8,500
Marketing ¹	\$10,000	\$6,000	\$6,000
Accreditation Fees	\$4,000	\$1,250	\$1,350
Association Dues (AHIMA)	\$225	\$225	\$250
COL Salary Increases	4.0%	4.0%	4.0%
Inflation	-	3.5%	3.5%

¹Marketing expenses are rough estimates and were not provided by Dr. Truman.

Library

Impact: None

Information Technology

Impact: Requires Internet access, software installation and support, web page access

Cost: Minimal impact to support new software

Source of Funds

- Tuition
- State (FTE)
- Tuition reimbursement plans through local hospitals
- Scholarships – available through American Health Information Management Association (AHIMA) national, state, and local chapters

Health Information Management
Pro Forma
Years 1-5

	Year 1	Year 2	Year 3	Year 4	Year 5
Income					
Tuition	19,019	43,558	64,190	68,810	72,270
FTE	37,180	85,150	122,267	131,067	135,300
	<u>56,199</u>	<u>128,708</u>	<u>186,457</u>	<u>199,877</u>	<u>207,570</u>
Expenses					
Program Manager	28,800	29,952	31,150	32,396	33,692
FT Faculty	-	53,760	55,910	58,147	60,473
Adjunct	12,600	18,900	19,656	20,442	21,260
Administrative	13,440	13,978	14,537	15,118	15,723
Accreditation	4,000	1,250	1,375	1,500	1,625
Supplies	7,500	7,725	7,995	8,275	8,565
Marketing	10,000	7,500	6,000	6,000	6,000
Depreciation - Computer	-	500	500	800	600
	<u>76,340</u>	<u>133,565</u>	<u>137,124</u>	<u>142,679</u>	<u>147,937</u>
Difference	<u>(20,141)</u>	<u>(4,857)</u>	<u>49,333</u>	<u>57,198</u>	<u>59,633</u>
Core Credit Hours	286	655	917	983	990
Annual FTE	9.5	21.8	30.6	32.8	33.0

Assumptions

1. Program uses existing computer labs and equipment
2. Tuition based on 286 core credits for first year for first 45 students
3. FTE based on 9.5 FTE @\$3,900 (core courses) first year
4. Six classes taught by adjuncts in year 1, 9 classes taught by adjuncts years 2-5
5. Assumes tuition increases of approximately 5% in years 3 & 5 and corresponding increases in FTE
6. 0.5 FTE administrative assistant
7. Fifteen students are admitted each term
8. Assumes 75% retention between terms 1 and 2, 75% between terms 2 and 3, and 100% thereafter
9. Marketing expenses are rough estimates and were not provided by Dr. Truman

Each student = approximately \$3,465 in tuition/FTE per year (years 1 and 2)

BE = 39 students enrolled per year @ approximately 18 credits/yr after year 1

Palm Beach Community College Program Health Indicators

Program/Department: Cosmetologist

Program enrollment					
	2003-04	2004-05	2005-06	2006-07	Change, 2004 to 2007
Sections offered	51	48	54	59	+15.7%
Duplicated headcount	533	594	640	677	+27.0%
Generated FTE	71.1	79.2	85.3	90.3	+27.0%
% of fall/spring sections taught by full-time faculty	0.0%	0.0%	0.0%	0.0%	0.0 points
Course success rate (A/B/C/P)	92.9%	92.9%	93.6%	92.6%	-0.3 points
Course withdrawal rate	1.3%	1.3%	0.8%	1.5%	+0.2 points

Graduates and completion points								
	<u>Program graduates</u>				<u>Occupational completion points (OCPs)</u>			
	2003-04	2004-05	2005-06	2006-07	2003-04	2004-05	2005-06	2006-07
<u>PSAV Certificate</u>								
Cosmetologist (5357)	28	32	43	41	44	36	48	40

Seat Occupancy Reports

Report	Description
Seat Occupancy	Number of sections, total enrollment, average size, occupancy rate, FTE for all classes by campus and time frame.
Mission Critical	Enrollment by section for general education and preparatory classes. Includes number enrolled, occupancy rate and FTE. Often used to add critical classes when sections become full and close.
Sections With Less Than 50% Occupancy	Class, time frame, enrollment and occupancy rates for classes with less than 50% occupancy. Used to determine which classes should be combined or cancelled.

Seat occupancy reports are completed prior to the start of each term and through the add/drop period.

Palm Beach Community College
Course Seat Occupancy Comparison by District/Campus, Term and Time Block

Campus District	Course	Time	Term	Sections	Enroll	Limit	Avg Size	Occup	FTE	
District	ACG2022	Day	20072 end	12	345	420	28.8	82.1%	46.0	
			20082 current	12	249	425	20.8	58.6%	33.2	
		Evening	20072 end	5	163	175	32.6	93.1%	21.7	
			20082 current	5	134	176	26.8	76.1%	17.9	
		Other	20072 end	2	55	70	27.5	78.6%	7.3	
			20082 current	2	40	72	20.0	55.6%	5.3	
				TOTALS*	19	563	665	29.6	84.7%	75.1
					19	423	673	22.3	62.9%	56.4
		ACG2071	Day	20072 end	6	166	210	27.7	79.0%	16.6
				20082 current	7	123	249	17.6	49.4%	12.3
		Evening	20072 end	6	154	200	25.7	77.0%	15.4	
			20082 current	7	118	238	16.9	49.6%	11.8	
	Other	20072 end	1	30	35	30.0	85.7%	3.0		
		20082 current	1	36	36	36.0	100.0%	3.6		
			TOTALS	13	350	445	26.9	78.7%	35.0	
				15	277	523	18.5	53.0%	27.7	
	ACG2100	Evening	20072 end	1	9	24	9.0	37.5%	.9	
			20082 current	0	0	0	.	.	.0	
			TOTALS	1	9	24	9.0	37.5%	.9	
				0	0	0	.	.	.0	
	ACG2360	Evening	20072 end	1	10	35	10.0	28.6%	1.0	
			20082 current	1	12	35	12.0	34.3%	1.2	
			TOTALS	1	10	35	10.0	28.6%	1.0	
				1	12	35	12.0	34.3%	1.2	
	ACG2450	Evening	20072 end	1	15	28	15.0	53.6%	1.5	
			20082 current	1	16	28	16.0	57.1%	1.6	
			TOTALS	1	15	28	15.0	53.6%	1.5	
				1	16	28	16.0	57.1%	1.6	
	AC02661	Evening	20072 end	1	6	28	6.0	21.4%	.6	
			20082 current	0	0	0	.	.	.0	
			TOTALS	1	6	28	6.0	21.4%	.6	
				0	0	0	.	.	.0	
	AMH2010	Day	20072 end	18	536	630	29.8	85.1%	53.6	
			20082 current	18	391	648	21.7	60.3%	39.1	
		Evening	20072 end	7	161	245	23.0	65.7%	16.1	
			20082 current	8	81	281	10.1	28.8%	8.1	
		Weekend	20072 end	1	13	35	13.0	37.1%	1.3	
20082 current			1	2	36	2.0	5.6%	.2		
	Other	20072 end	3	99	105	33.0	94.3%	9.9		
		20082 current	3	52	108	17.3	48.1%	5.2		
			TOTALS	29	809	1,015	27.9	79.7%	80.9	
				30	526	1,073	17.5	49.0%	52.6	
	AMH2020	Day	20072 end	6	201	210	33.5	95.7%	20.1	
			20082 current	8	225	261	28.1	86.2%	22.5	
		Evening	20072 end	2	41	70	20.5	58.6%	4.1	
			20082 current	2	24	72	12.0	33.3%	2.4	
	Other	20072 end	1	33	35	33.0	94.3%	3.3		
		20082 current	2	48	72	24.0	66.7%	4.8		
			TOTALS	9	275	315	30.6	87.3%	27.5	
				12	297	405	24.8	73.3%	29.7	
	AML2010	Day	20072 end	7	207	245	29.6	84.5%	20.7	
			20082 current	7	174	232	24.9	75.0%	17.4	
	Evening	20072 end	4	100	140	25.0	71.4%	10.0		
		20082 current	4	86	144	21.5	59.7%	8.6		

Seat Occupancy Report

Term: 20082

Palm Beach Community College
 Seat Occupancy Report for General Education and College Preparatory Courses

Campus	Area	Course	Time	Ref	Enr	Limit	Avail	Occup	FTE	Note					
Lake Worth	I-Communications	ENC1101	Day	102213	26	26	0	100.0%	2.60						
				102217	26	26	0	100.0%	2.60						
				102218	26	26	0	100.0%	2.60						
				102219	26	26	0	100.0%	2.60						
				102220	26	26	0	100.0%	2.60						
				102221	26	26	0	100.0%	2.60						
				102222	26	26	0	100.0%	2.60						
				102224	26	26	0	100.0%	2.60						
				102225	26	26	0	100.0%	2.60						
				102227	26	26	0	100.0%	2.60						
				102212	25	26	1	96.2%	2.50						
				102214	25	26	1	96.2%	2.50						
				102226	25	26	1	96.2%	2.50						
				102228	25	26	1	96.2%	2.50						
				102233	25	26	1	96.2%	2.50						
				102215	24	26	2	92.3%	2.40						
				102216	24	26	2	92.3%	2.40						
				102229	24	26	2	92.3%	2.40						
				102223	23	26	3	88.5%	2.30						
				102231	23	26	3	88.5%	2.30						
				102242	23	26	3	88.5%	2.30						
				102230	21	26	5	80.8%	2.10						
				102234	16	26	10	61.5%	1.60						
				102232	9	26	17	34.6%	.90						
									572	624	52	91.7%	57.20		
									Evening						
									102235	26	26	0	100.0%	2.60	
									102237	26	26	0	100.0%	2.60	
									102236	25	26	1	96.2%	2.50	
									102238	20	26	6	76.9%	2.00	
									108846	19	26	7	73.1%	1.90	
									102243	5	26	21	19.2%	.50	
									108843	4	26	22	15.4%	.40	
					125	182	57	68.7%	12.50						
					Weekend										
					102241	11	26	15	42.3%	1.10					
					102240	5	26	21	19.2%	.50					
					16	52	36	30.8%	1.60						
					Other										
					102239	26	26	0	100.0%	2.60	DL				
					26	26	0	100.0%	2.60						
Course total					739	884	145	83.6%	73.90						
					ENC1102 Day										
					102311	27	26	-1	103.8%	2.70					
					102291	26	26	0	100.0%	2.60					
					102294	26	26	0	100.0%	2.60					
					102296	26	26	0	100.0%	2.60					
					102299	26	26	0	100.0%	2.60					
					102305	26	26	0	100.0%	2.60					
					102308	26	26	0	100.0%	2.60					
					102309	26	26	0	100.0%	2.60					
					102317	26	26	0	100.0%	2.60					
					102318	26	26	0	100.0%	2.60					
					102295	25	26	1	96.2%	2.50					
					102297	25	26	1	96.2%	2.50					
					102298	25	26	1	96.2%	2.50					
					102300	25	26	1	96.2%	2.50					
					102302	25	26	1	96.2%	2.50					
					102310	25	26	1	96.2%	2.50					
					102316	25	26	1	96.2%	2.50					
					102307	24	26	2	92.3%	2.40					
					102312	24	26	2	92.3%	2.40					
					102315	24	26	2	92.3%	2.40					
					102292	22	26	4	84.6%	2.20					
					102303	22	26	4	84.6%	2.20					

Mission Critical Report

Notes: Off = Off-campus course DL = Pure distance learning course

Campus	Session	Course	Title	Ref #	Time	Stat	Enr	Limit	Avail	Occup
Lake Worth	1 (16-week term)	ACG2071	MANAGERIAL ACCOUNTNG	101378	Day	Unav	15	36	21	41.7%
		ACG2071	MANAGERIAL ACCOUNTNG	101381	Day	Unav	13	36	23	36.1%
		ACG2360	COST ACCOUNTING	101393	Evening	Unav	15	35	20	42.9%
		AMH2010	US HIST TO 1865	101398	Day	Unav	14	36	22	38.9%
		AMH2020	US HIST FROM 1865	101428	Day	Unav	13	30	17	43.3%
		AMH2020	US HIST FROM 1865	101425	Evening	Unav	15	36	21	41.7%
		AML2600	AFRICAN AM LITERATURE	101463	Evening	Unav	11	36	25	30.6%
		ARH2051	ART HISTORY 2	101518	Day	Unav	16	36	20	44.4%
		ART1203C	THREE DIMNSNL DESIGN	101528	Day	Unav	7	16	9	43.8%
		ART2110	COMMERCIAL PILOT GRND SC	101598	Evening	Unav	7	25	18	28.0%
			ENT GROUND SC	101599	Evening	Unav	6	25	19	24.0%
			INSTR GRND SC	101600	Day	Unav	5	15	10	33.3%
			CE/AIR TRAVEL	101601	Evening	Unav	7	25	18	28.0%
			CT DRAF/DES 2	107919	Other	Unav	5	18	13	27.8%
			ARCHITECT DRAFTING 2	101602	Evening	Unav	6	25	19	24.0%
		BCT2730	CONSTR SUPERVSN	101605	Evening	Unav	8	25	17	32.0%
		BSC1010	PRIN OF BIOLOGY 1	101638	Evening	Unav	11	36	25	30.6%
		BSC1010	PRIN OF BIOLOGY 1	101640	Evening	Unav	16	36	20	44.4%
		BSC1050	HON ENVIRON CONSERV	101676	Day	Unav	5	15	10	33.3%
		BSC2085	ANATOMY-PHYSIOLOGY 1	101698	Evening	Unav	14	36	22	38.9%
		BSC2085	ANATOMY-PHYSIOLOGY 1	101699	Day	Unav	17	36	19	47.2%
		BSC2086	ANATOMY-PHYSIOLOGY 2	101746	Day	Unav	14	36	22	38.9%
		BSC2086L	ANATOMY-PHYS LAB 2	101769	Day	Unav	7	24	17	29.2%
		BUL2242	BUSINESS LAW 2	101795	Day	Unav	13	36	23	36.1%
		CHD1220	CHILD DEV-INFNFCY/PRE	101870	Evening	Unav	12	36	24	33.3%
		CHM1020	PRINCPL OF CHEMISTRY	101873	Day	Unav	15	36	21	41.7%
		CHM1046	GENERAL CHEMISTRY 2	101913	Evening	Unav	7	36	29	19.4%
		CHM2210L	ORGANIC CHEM 1 LAB	108547	Evening	Unav	6	24	18	25.0%
		CIS2321	SYSTEM & APPLICATION	101934	Evening	Unav	10	24	14	41.7%
		CJE1300	POLICE ADMINISTRATION 1	101944	Evening	Unav	15	36	21	41.7%
		CJL2130	LAWS OF EVIDENCE	101948	Day	Unav	13	36	23	36.1%
		CPO2002	COMPARATIVE GOVERNMENT	101969	Day	Unav	11	36	25	30.6%
		EAP0300	INTRO LISTEN/SPEAK	102000	Evening	Unav	12	25	13	48.0%
		EAP0382	INTEGRATED READ/WRITE	102003	Evening	Unav	7	24	17	29.2%
		EDF1030	BEHAV/MAN CLASSROOM	102088	Evening	Unav	16	36	20	44.4%
		EEC1222	HI/SCOP ADULT/CHILD	102122	Evening	Unav	7	36	29	19.4%
		EEC2002	CHCARE/EDU ORG MANAG	102130	Evening	Unav	16	36	20	44.4%
		EEC2941	MONTESS TEAC PRAC 2	102135	Day	Unav	5	22	17	22.7%
		ENC1210	TECH COMMUNICATION	109693	Evening	Unav	10	26	16	38.5%
		ENL2022	HON ENG LIT AFT 1800	102390	Day	Unav	6	15	9	40.0%
		FFP1820	BASIC EMERG PLANNING	109786	Other	Unav	9	35	26	25.7%
		FFP1830	HAZ ANALYSIS/IMPACTS	109832	Other	Unav	7	30	23	23.3%
		FIL2100	WRITNG FOR MO PIC/TV	109625	Evening	Unav	9	20	11	45.0%
		FIL2100	WRITNG FOR MO PIC/TV	109624	Day	Unav	7	16	9	43.8%
		FIL2432C	MOTION PIC/TV PROD 2	109621	Evening	Unav	4	16	12	25.0%
		FIL2480	MOTION PIC/TV DIRECT	109616	Day	Unav	6	16	10	37.5%
		FIL2941	MOT PIC/TV INTERN 1	109628	Other	Unav	5	12	7	41.7%
		FRE1121	ELEMENTARY FRENCH 2	102454	Evening	Unav	12	25	13	48.0%
		GEB1011	INTRODUC TO BUSINESS	102466	Evening	Unav	12	36	24	33.3%
		GER1121	ELEMENTARY GERMAN 2	102478	Day	Unav	8	25	17	32.0%
		GRA2132C	MULTIMEDIA DESIGN	109411	Day	Unav	4	12	8	33.3%
		GRA2152C	ILLUSTRATOR 2	102487	Day	Unav	5	15	10	33.3%
		GRA2191C	GRAPHIC DESIGN 2	109410	Day	Unav	3	15	12	20.0%
		GRA2940	GRAPHIC DESGN INTERN	102492	Other	Unav	1	5	4	20.0%
		HSC2100	HON HLTH CONCP/STRA	102513	Day	Unav	7	15	8	46.7%
		HUS1200	PRINC GROUP DYNAMICS	102580	Evening	Unav	8	36	28	22.2%
		HUS1424	CHEM DEPENDNT PERSON	102581	Evening	Unav	11	36	25	30.6%
		HUS1850	FELD WORK HUM SERV 1	102582	Day	Unav	3	36	33	8.3%
		HUS1850L	FLDWK HUM SERV 1 INT	102583	Other	Unav	3	20	17	15.0%
		HUS2308	PSYCHOTHERAPY: THEORY	102584	Day	Unav	7	36	29	19.4%
		HUS2851	FLDWRK HUMAN SERV 2	102585	Day	Unav	3	36	33	8.3%
		HUS2851L	FLDWK HUMSERV 2 IN	102586	Other	Unav	3	20	17	15.0%
		IND1234C	DESIGN STUDIO 2	102588	Day	Unav	8	18	10	44.4%
		IND2307C	INT DESIGN GRAPHICS	102595	Evening	Unav	4	16	12	25.0%
		IND2424C	TECHNICAL DESIGN 2	102597	Evening	Unav	7	18	11	38.9%
		LIT1050	INTRO LITERARY HUMOR	102607	Day	Unav	14	36	22	38.9%
		LIT2120	W LIT AFT RENAISSANCE	102625	Evening	Unav	16	36	20	44.4%
		LIT2190	INTRO AFRO-CARIBBEAN	102628	Day	Unav	13	36	23	36.1%
		MAP2302	DIFFERENTIAL EQUATIONS	102753	Day	Unav	11	36	25	30.6%
		MAT1033	INTERMEDIATE ALGEBRA	102883	Weekend	Unav	16	36	20	44.4%
		MCB2010	MICROBIOLOGY	102921	Day	Unav	13	36	23	36.1%
		MCB2010L	MICROBIOLOGY LAB	102939	Day	Unav	11	24	13	45.8%
		MGF1107	FINITE MATH	102969	Evening	Unav	15	36	21	41.7%
		MNA2345	PRIN OF SUPERVISION	102979	Day	Unav	8	36	28	22.2%
		MUN1492 R	GUI TAR ENSEMBLE	103007	Day	Unav	2	8	6	25.0%
		MUN1710 A	12 O' CLOCK JAZZ (R)	103008	Day	Unav	13	30	17	43.3%
		MUT2117	MUSIC THEORY 4	103019	Day	Unav	7	30	23	23.3%
		MUT2247	EAR/SIGHT SINGING 4	103020	Day	Unav	7	30	23	23.3%
		MVB1311 R	AP TRUMPET PRN SEC F	105576	Other	Unav	2	6	4	33.3%
		MVB1314 R	AP BAR HORN PRNSEC F	105617	Other	Unav	2	6	4	33.3%
		MVJ2323 R	AP JAZZ GUI TAR PNS S	103022	Other	Unav	1	8	7	12.5%

Sections With Less Than 50% Occupancy Report

Measuring Student Success

Report	Description
Grade Distribution Report	Completed by course and by campus. This report displays the number and percent of students in each class receiving each possible grade, received an incomplete grade. The report also summarizes the number and percent of students who passed. This report is published annually by term.
Reading Prep Passing Rates by CPT Reading Score (sample ad hoc report)	Ad hoc report commissioned to help determine if “cut” scores for reading should be changed.
Comparison of Retention Rates Between Black Males and Other Students (sample ad hoc report)	Ad hoc report commissioned to determine if efforts were needed to increase retention among black males.

Term: 20072

Palm Beach Community College
Grade Distribution of Credit and College Preparatory Courses

Type Course	Camp	#Sec	#Enr	#A	%A	#B	%B	#C	%C	#D	%D	#F	%F	#N	%N	#P	%P	#W	%W	#AU	%AU	I/NA	%I/NA	ABCP	%ABCP		
Cred ACG2022	BR	6	190	21	11.1%	30	15.8%	50	26.3%	12	6.3%	27	14.2%					49	25.8%				1	.5%	101	53.2%	
	LW	8	227	34	15.0%	53	23.3%	57	25.1%	19	8.4%	21	9.3%					43	18.9%						144	63.4%	
	PBG	5	146	29	19.9%	35	24.0%	26	17.8%	9	6.2%	23	15.8%					24	16.4%						90	61.6%	
Course Total		19	563	84	14.9%	118	21.0%	133	23.6%	40	7.1%	71	12.6%					116	20.6%				1	.2%	335	59.5%	
ACG2071	BG on	1	3			1	33.3%	1	33.3%									1	33.3%						2	66.7%	
	BR	4	129	19	14.7%	43	33.3%	21	16.3%	13	10.1%	10	7.8%					23	17.8%						83	64.3%	
	LW	5	151	30	19.9%	43	28.5%	44	29.1%	8	5.3%	12	7.9%					14	9.3%						117	77.5%	
Course Total		3	68	9	13.2%	13	19.1%	16	23.5%	5	7.4%	15	22.1%					10	14.7%						38	55.9%	
Course Total		13	351	58	16.5%	100	28.5%	82	23.4%	26	7.4%	37	10.5%					48	13.7%						240	68.4%	
ACG2100	LW	1	9	4	44.4%	1	11.1%	3	33.3%									1	11.1%						8	88.9%	
	Course Total		1	9	44.4%	1	11.1%	3	33.3%									1	11.1%						8	88.9%	
ACG2360	LW	1	10	6	60.0%	3	30.0%	1	10.0%																10	100%	
	Course Total		1	10	60.0%	3	30.0%	1	10.0%																10	100%	
ACG2450	LW	1	15	10	66.7%	2	13.3%	3	20.0%																15	100%	
	Course Total		1	15	66.7%	2	13.3%	3	20.0%																15	100%	
ACG2661	LW	1	6	5	83.3%			1	16.7%																6	100%	
	Course Total		1	6	83.3%			1	16.7%																6	100%	
AMH2010	BG on	1	28	8	28.6%	11	39.3%	3	10.7%	7	2.8%	3	10.7%					2	7.1%				1	3.6%	22	78.6%	
	BR	8	247	79	32.0%	83	33.6%	27	10.9%	15	6.1%	15	6.1%					36	14.6%						189	76.5%	
	LW	14	377	41	10.9%	128	34.0%	100	26.5%	31	8.2%	41	10.9%					35	9.3%				1	.3%	269	71.4%	
	PBG	6	160	17	10.6%	38	23.8%	39	24.4%	17	10.6%	23	14.4%					25	15.6%				1	.6%	94	58.8%	
Course Total		29	812	145	17.9%	260	32.0%	169	20.8%	55	6.8%	82	10.1%					98	12.1%				3	.4%	574	70.7%	
AMH2020	BR	2	67	20	29.9%	19	28.4%	11	16.4%	2	3.0%	8	11.9%					7	10.4%						50	74.6%	
	LW	4	124	25	20.2%	29	23.4%	28	22.6%	6	4.8%	16	12.9%					18	14.5%				2	1.6%	82	66.1%	
	PBG	3	84	22	26.2%	23	27.4%	19	22.6%	7	8.3%	7	8.3%					6	7.1%						64	76.2%	
Course Total		9	275	67	24.4%	71	25.8%	58	21.1%	15	5.5%	31	11.3%					31	11.3%				2	.7%	196	71.3%	
AML2010	BG on	1	11	1	9.1%	1	9.1%	6	54.5%	1	9.1%	1	9.1%					1	9.1%						8	72.7%	
	BR	3	101	8	7.9%	28	27.7%	27	26.7%	11	10.9%	9	8.9%					18	17.8%						63	62.4%	
	LW	5	148	26	17.6%	69	46.6%	30	20.3%	3	2.0%	3	2.0%					16	10.8%				1	.7%	125	84.5%	
	PBG	2	47	8	17.0%	18	38.3%	12	25.5%	1	2.1%	2	4.3%					6	12.8%						38	80.9%	
Course Total		11	307	43	14.0%	116	37.8%	75	24.4%	16	5.2%	15	4.9%					41	13.4%				1	.3%	234	76.2%	
AML2020	BG off	1	12	3	25.0%	6	50.0%	2	16.7%																11	91.7%	
	BG on	1	16	3	18.8%	7	43.8%	5	31.3%									1	6.3%					1	8.3%	15	93.8%
	BR	4	141	30	21.3%	44	31.2%	30	21.3%	9	6.4%	10	7.1%					18	12.8%						104	73.8%	
	LW	7	210	84	40.0%	71	33.8%	27	12.9%	6	2.9%	11	5.2%					11	5.2%						182	86.7%	
	PBG	5	125	50	40.0%	41	32.8%	10	8.0%	2	1.6%	5	4.0%					17	13.6%						101	80.8%	

Source: Academic History (ST_ACDMC_HI_ST_CLS)

Institutional Research & Effectiveness
Date: 23 Aug 07

Palm Beach Community College Reading Prep Passing Rates by CPT Reading Score

Fall 2005 and Fall 2006

REA0001

Score	Fall 2005				Fall 2006			
	Pass	No Pass	Withdrawn	Total	Pass	No Pass	Withdrawn	Total
27-28	2 18.2%	7 63.6%	2 18.2%	11	4 26.7%	9 60.0%	2 13.3%	15
29-30	7 46.7%	4 26.7%	4 26.7%	15	4 44.4%	5 55.6%	0 0.0%	9
31-32	5 55.6%	3 33.3%	1 11.1%	9	8 61.5%	4 30.8%	1 7.7%	13
33-34	6 46.2%	6 46.2%	1 7.7%	13	8 57.1%	3 21.4%	3 21.4%	14
35-36	15 62.5%	9 37.5%	0 0.0%	24	8 53.3%	3 20.0%	4 26.7%	15
37-38	9 56.3%	6 37.5%	1 6.3%	16	11 61.1%	3 16.7%	4 22.2%	18
39-40	14 77.8%	4 22.2%	0 0.0%	18	12 70.6%	4 23.5%	1 5.9%	17
41-42	8 66.7%	4 33.3%	0 0.0%	12	13 72.2%	3 16.7%	2 11.1%	18
43-44	14 77.8%	2 11.1%	2 11.1%	18	12 70.6%	5 29.4%	0 0.0%	17
45-46	15 68.2%	5 22.7%	2 9.1%	22	20 76.9%	6 23.1%	0 0.0%	26
47-48	12 66.7%	4 22.2%	2 11.1%	18	16 59.3%	7 25.9%	4 14.8%	27
49-50	14 73.7%	4 21.1%	1 5.3%	19	21 67.7%	5 16.1%	5 16.1%	31
51-52	18 60.0%	7 23.3%	5 16.7%	30	24 61.5%	12 30.8%	3 7.7%	39
53-54	10 55.6%	5 27.8%	3 16.7%	18	21 65.6%	7 21.9%	4 12.5%	32
55-56	20 66.7%	4 13.3%	6 20.0%	30	28 73.7%	9 23.7%	1 2.6%	38
57-58	36 81.8%	6 13.6%	2 4.5%	44	36 80.0%	8 17.8%	1 2.2%	45
59-60	19 70.4%	7 25.9%	1 3.7%	27	26 60.5%	14 32.6%	3 7.0%	43
<i>Total for 27-60</i>	224 65.1%	87 25.3%	33 9.6%	344	272 65.2%	107 25.7%	38 9.1%	417

REA0002

Score	Fall 2005				Fall 2006			
	Pass	No Pass	Withdrawn	Total	Pass	No Pass	Withdrawn	Total
61-62	43 69.4%	16 25.8%	3 4.8%	62	42 73.7%	10 17.5%	5 8.8%	57
63-64	43 68.3%	13 20.6%	7 11.1%	63	58 72.5%	18 22.5%	4 5.0%	80
65-66	53 71.6%	17 23.0%	4 5.4%	74	48 73.8%	10 15.4%	7 10.8%	65
67-68	46 68.7%	17 25.4%	4 6.0%	67	57 70.4%	16 19.8%	8 9.9%	81
69-70	50 66.7%	14 18.7%	11 14.7%	75	67 77.0%	14 16.1%	6 6.9%	87
71-72	62 66.7%	24 25.8%	7 7.5%	93	59 71.1%	15 18.1%	9 10.8%	83
73-74	66 69.5%	16 16.8%	13 13.7%	95	63 68.5%	21 22.8%	8 8.7%	92
75-76	53 65.4%	19 23.5%	9 11.1%	81	55 73.3%	14 18.7%	6 8.0%	75
77-78	63 73.3%	15 17.4%	8 9.3%	86	59 72.8%	18 22.2%	4 4.9%	81
79-80	44 72.1%	10 16.4%	7 11.5%	61	44 64.7%	14 20.6%	10 14.7%	68
81-82	40 69.0%	12 20.7%	6 10.3%	58	46 73.0%	9 14.3%	8 12.7%	63
<i>Total for 61-82</i>	563 69.1%	173 21.2%	79 9.7%	815	598 71.9%	159 19.1%	75 9.0%	832

Note: Late grades, missing grades, incompletes and audits are not included in these calculations.

Palm Beach Community College Comparison of Retention Rates between Black Males and Other Students

**Fall 2001 to Fall 2006 cohorts, as of February 12, 2008
First-time-in-college, degree-seeking (AA/AS/AAS) credit/prep students**

Cohort term	FTIC black males				All other FTIC students							
	Fall 2001	Fall 2002	Fall 2003	Fall 2004	Fall 2005	Fall 2006	Fall 2001	Fall 2002	Fall 2003	Fall 2004	Fall 2005	Fall 2006
Size of cohort	252	262	243	260	289	278	2,294	2,465	2,413	2,460	2,478	2,557
Fall-to-spring retention	69.4%	69.8%	67.5%	75.0%	70.9%	72.7%	73.1%	73.8%	74.3%	74.8%	74.0%	76.0%
Fall-to-fall retention	48.8%	47.3%	50.2%	51.9%	55.4%	60.8%	57.1%	58.1%	58.4%	58.0%	57.4%	60.1%
Fall-to-fall retention, 2 years	36.9%	38.5%	41.6%	39.2%	39.8%		42.3%	44.6%	44.1%	43.4%	45.2%	
Fall-to-fall retention, 3 years	31.7%	32.4%	32.9%	31.9%			35.4%	37.3%	36.5%	36.6%		
Fall-to-fall retention, 4 years	25.8%	26.3%	30.0%				32.0%	34.0%	33.1%			
Fall-to-fall retention, 5 years	23.4%	25.2%					30.6%	33.7%				
% completing degree or certificate program by February 12, 2008	17.5%	16.8%	16.5%	11.2%	4.8%	0.7%	24.4%	24.8%	20.7%	15.3%	7.3%	1.0%

Notes:

- Cohorts are determined by status in the cohort term. To qualify for a cohort, a student must:
- Be classified as first-time-in-college (FTIC) in the cohort term, AND
- Be enrolled as a degree-seeking (AA/AS/AAS) student during the cohort term, AND
- Be enrolled in at least one credit or college preparatory class during the cohort term, AND
- Have not received a degree or certificate from PBCC before the cohort term.

To be considered retained, a student must:

- Be enrolled as a credit, college preparatory, or PSAV student during the follow-up term, OR
- Have completed a degree or certificate program at PBCC between the cohort term and the follow-up term, inclusive.