

**AGENDA ITEM B3: ECONOMIC DEVELOPMENT**  
**BOARD RULE 400.0400.00**  
**ENROLLMENT AND COMPLETION RATES**  
**BOARD OF TRUSTEES MEETING: AUGUST 28, 2014**

The Workforce Development and Community Education (WFD/CE) Department at Belmont College develops and provides credit and non-credit courses, training, and seminars in response to needs of business and industry and community members living in the three-county service area. Educational offerings are coordinated and developed by staff and administrators in the department. The focus of this report is the assessment of enrollments and completions in non-credit WFD/CE courses.

**Presentation of Data**

Table I displays enrollments and completions in non-credit courses and trainings from 2009/2010 through 2013/2014.

Table I, *Enrollments and Completions in non-credit courses, 2009/2010 through 2013/2014*

	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014
Enrollments	1,028	1,463	1,400	753	914
Completions	920	1,463	1,392	735	888
Percent completions	89.5%	100%	99.4%	97.6%	97.2%

Enrollments and completions during the past academic year have increased by 21.4% (161 additional enrollments) and 20.8% (153 additional completions), respectively. This enrollment increase reverses a two-year enrollment decline. At the same time enrollment has increased overall in 2013/2014, the completion rate has remained steady at over 97%.

Workforce development and community education courses are divided into three categories: community education and workforce training (CW); contract training (CT); and public service (PS). Table II shows a detailed level of enrollments and completions for courses in each of the three categories.

Table II, *Enrollment and Completion in non-credit courses for 2013/2014 by category*

Category	Enrollments	Completions	Percent Completions
Community Education And Workforce Training	200	175	87.5%
Contract Training	28	28	100%
Public Service	686	685	99.9%

The highest number of enrollments are in the public service area which offers trainings and certifications for emergency services personnel. In public service trainings, 99.9% of

enrolled students completed training. Contract training had a 100% completion rate for twenty-eight enrolled students.

### **Recommendations and Targets for Improvement**

1. Secure additional STNA private training contracts with other employers.
2. Offer STNA and Mine Safety in non-credit formats to increase student enrollment.
3. Expand the Belmont College Truck Driving Academy to offer classes at the Main Campus, the Harrison Center, and the Monroe Center.
4. Increase the number of contract trainings by at least two per semester.
5. Market and deliver Oil and Gas training programs to the industry on a consistent monthly and semester basis, including Safeland, OSHA, Introduction to Oil and Gas, and First Aid/CPR.
6. Assess enrollment and completion rates in credit offerings.