



COLLEGE & CAREER READINESS

Utilizing **MSG 3, 4, 5** to *Maximize Performance*

Presented by Lindsay Tipton

April 19, 2023

This presentation will be recorded and shared for on-demand viewing.

Why Measurable Skills Gains?



No changes!

MSG 1 – EFL Gain

- Advancing level by pre/post-test comparison
- Adult High School credit applicable for AHS students
- Exiting the program and entering post-secondary education
- **MSG 2**
- Documented attainment of secondary school diploma or recognized equivalent

MSG 3 – Secondary or Postsecondary Transcript or Report Card

- Applicable to students enrolled in an IET program only
- Typically applies to students enrolled in adult education programs that are part of a community college (that's us!)
- Students take for-credit courses, such as the training component of an IET, ***while enrolled in the adult education program***

MSG 3 – Secondary or Postsecondary Transcript or Report Card

- Full time students must complete at least 12 credit hours per semester
- Part time students must complete at least 12 credit hours over a twelve-month period
- A transcript showing satisfactory achievement in all classes will be uploaded to the student's ACVANSYS record for NCCCS approval for the MSG to be earned.

MSG 3 Example 1 – Yes or No? Why?

Measurable Skills Gains		
<p>MSG 3 (Postsecondary Credentials) Earned? If yes, evidenced by? (List credits earned by semester.)</p> <p>CU Marketing & Retailing Certificate Fall: MKT 120 & MKT 220 (6 Credits) Spring: MKT 225, MKT 232, & WEB 213 (10 Credits)</p>	<p>MSG 4 (Workplace Milestones) earned? If yes, evidenced by? (List employer goals, milestones, etc.)</p>	<p>MSG 5 (Passing Exam or Demonstrating Progress) earned? If yes, evidenced by? (List exams, industry-recognized benchmarks, pay increase, etc.)</p> <p>Passing MKT 120 (8 Weeks)</p>

Scheduling					
List all courses required in the IET below.					
<ul style="list-style-type: none"> Include the number of credits earned for each course or hours earned for continuing education courses. Include work-based learning and pre-apprenticeship courses. 					
	Name/Number of Course	Hours per week	Duration of course (total number of hours)	Team taught? Y or N	What certificate or credential will be earned?
College and Career Readiness (HSE, AHS, ESL, etc.) Adult education, Literacy, Workplace adult education and literacy activities, Family literacy activities, English Language acquisition activities, Integrated education, and training	BSP 3400 Bridge Lab	6	192	N	
Workplace Preparation Utilizing resources, Using information, Working with others, Understanding systems, skills necessary for successful transition into and completion of postsecondary education, Other employability skills that increase an individual's preparation for the Workforce	BSP 3400 Bridge Lab	6	192	N	Northstar Digital Literacy Certificates: Basic Computer Skills Internet Microsoft Word Windows Email Excel PowerPoint Social Media
Workforce Training Occupational skills training, including training for nontraditional employment, On-the-job training, Incumbent worker training, Programs that combine workplace training with related instruction, which may include cooperative education, training, or employment Other employability skills that increase and individual's preparation for the workforce	MKT 120 MKT 220 MKT 225 MKT 232 WEB 213	Varies	16 CU Credit Hours Total	N	CU Marketing & Retailing Certificate
Funding					
AEFLA Sec. 241(a) states, "Funds made available for adult education and literacy activities under this title shall supplement and not supplant other State or local public funds expended for adult education and literacy activities."					

YES!

-
- Students are concurrently enrolled in BSP 4300 and workforce training
 - Students will have over 12 credit hours in two consecutive semesters (a 12 month period)

MSG 3 Example 2 – Yes or No? Why?

Measurable Skills Gains		
MSG 3 (Postsecondary Credentials) Earned? If yes, evidenced by? (List credits earned by semester.) CUL110 - 3 credits	MSG 4 (Workplace Milestones) earned? If yes, evidenced by? (List employer goals, milestones, etc.)	MSG 5 (Passing Exam or Demonstrating Progress) earned? If yes, evidenced by? (List exams, industry-recognized benchmarks, pay increase, etc.)

Scheduling					
List all courses required in the IET below. <ul style="list-style-type: none"> Include the number of credits earned for each course or hours earned for continuing education courses. Include work-based learning and pre-apprenticeship courses. 					
	Name/Number of Course	Hours per week	Duration of course (total number of hours)	Team taught? Y or N	What certificate or credential will be earned?
College and Career Readiness (HSE, AHS, ESL, etc.) Adult education, Literacy, Workplace adult education and literacy activities, Family literacy activities, English language acquisition activities, Integrated education, and training	ESL	15	as needed	N	N/A
Workplace Preparation Utilizing resources, Using information, Working with others, Understanding systems, skills necessary for successful transition into and completion of postsecondary education, Other employability skills that increase an individual's preparation for the Workforce	Northstar Digital Literacy	1	as needed	N	Northstar badges
Workforce Training Occupational skills training, including training for nontraditional employment, On-the-job training, Incumbent worker training, Programs that combine workplace training with related instruction, which may include cooperative education, training, or employment Other employability skills that increase and individual's preparation for the workforce	CUL 110	4	16	N	Serv Safe Culinary Fundamentals Certificate
Funding					
AEFLA Sec. 241(a) states, "Funds made available for adult education and literacy activities under this title shall supplement and not supplant other State or local public funds expended for adult education and literacy activities."					

No!

- Students will not earn 12 curriculum credits.

BUT!

- MSG 5 could be earned for
 - Successful completion of Culinary Fundamentals midterm with 70% or higher
 - Attainment of Culinary Fundamentals certificate
 - Attainment of ServSafe credential

MSG 4 – Workplace Milestones

- Services are provided **in collaboration with an employer or employee organization**
- **At a workplace of off-site location**
- Designed to improve the productivity of the workforce
- Services tend to be customized to the needs of the employer

MSG 4 – Workplace Milestones

Completion of established milestones can be documented through progress reports from the employer

- Must document development of substantive skills that the participant has gained
- Documentation of a participant's pay increase resulting from newly acquired skills or increased performance allowable

Does this letter meet the federal requirements for MSG 4?

Memo: Milestones for English Language Learners (ESL) Students

Baxter Healthcare facility at North Cove (Marion, NC) will be hiring non-native English speaking (Spanish) employees. Employees are not required to have a certain level of understanding of the English language upon hiring. However, in order for an employee to progress to higher level/paying positions within the facility, he/she must show proficiency with the English language.

Baxter has partnered with McDowell Technical Community College to offer English classes to employees on site. The following achievements are considered measurable milestones for employees as they work toward English proficiency:

- **Vocabulary:**

- ***Safety:***

- A list of safety vocabulary words and/or signs will be provided by the Baxter EHS Department. The student must pass an instructor designed test covering vocabulary with a score of 80% or higher.

- ***Product Related:***

- A list of product related vocabulary will be provided by training staff and/or management. The student must pass with a score of 80% or higher.

- **Burlington English Section Test:**

- Student passes module/unit test for instructor assigned section(s) with 80% or higher.

Does this letter meet the federal requirements for MSG 4?

Yes.

The letter states why the skills are needed within the industry.

There is an explanation of how the skills learned through the course will lead to upward mobility and/or higher pay for employees.

Clear milestones are laid out by the employer.

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- **Burlington English Section Test:**

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Does this letter meet the federal requirements for MSG 4?

No.

- Letter does not state how the training will lead to improved productivity in the workforce
- Letter does not state that the training will lead to increased level or higher pay

Greetings,

, Inc. is a manufacturing company located in North Carolina. As a Community Rehabilitation Program, we have been in operation since 1972.

Mission Statement: The mission of Foothills Industries is to provide vocational and life-skills training and employment for persons with disabilities in order to maximize independence and employment, while providing quality products at competitive costs and on-time delivery to our customers.

Foothills Industry offers manufacturing services in the following areas: Medical Production, Packaging, Rework and Capacity Restraints.

Foothills has two separate programs that complement each other:

· Manufacturing/Sub-Contract Program — Foothills produces a variety of products within two manufacturing divisions: medical surgical drapes, and packaging/subassembly.

· Programs/Service Division — Foothills is a non-profit community rehabilitation program providing vocational training, job placement, employment opportunities and community opportunities to adults who have barriers to employment and community inclusion.

Our program would appreciate the opportunity to participate in a Computer/Digital Literacy Class provided by McDowell Technical Community College. This would be an exciting opportunity for our clients/employees! Our individuals have limited access to computers in their home, group home or residential placements, so their knowledge of the digital world is limited. An instructor coming in our facility to teach Digital Literacy would be a huge asset to our program.

Adequate computer skills are necessary in processing orders completely and to aid in training. Therefore, Foothills staff collectively agree that Digital Literacy would be an important skillset for our clients/employees. These are the Milestones that we would like to begin with:

Milestone 1: Basic Computer Skills

Milestone 2: Microsoft Word

Milestone 3: Microsoft Power Point



MSG 5 – Passage of an Exam or Progress in Attaining Skills

- Must be directly tied to ***trade-related benchmarks and specific occupations***
- Exams must measure skills for a ***specific*** industry or occupation that are necessary to obtain employment or to advance within the industry or occupation
- **HOWEVER** - "general skills related to an industry or occupation, even if such general skills are broadly required to qualify for entry level employment or advancement in employment are not recognized for determining MSG type 5".

MSG 5 – Passage of an Exam or Progress in Attaining Skills – cont'd

- May be earned in two ways:
 - Passing an exam that is required for a specific occupation
 - Exam can be an employer-required, knowledge-based exam or other test necessary to obtain a credential
 - Demonstrating progress in trade-related benchmarks
 - Satisfactory attainment of an element on an industry or occupational competency-based assessment can be used to demonstrate progress.

Be specific enough that the documentation entered into ADVANSYS can be compared and matched to what is approved on your template.

MSG 5 Example

Measurable Skills Gains		
<p>MSG 3 (Postsecondary Credentials) Earned? If yes, evidenced by? (List credits earned by semester.)</p>	<p>MSG 4 (Workplace Milestones) earned? If yes, evidenced by? (List employer goals, milestones, etc.)</p>	<p>MSG 5 (Passing Exam or Demonstrating Progress) earned? If yes, evidenced by? (List exams, industry-recognized benchmarks, pay increase, etc.)</p> <p>Students will prepare for the Certified Custodial Technician Exam through Cleaning Management Institute.</p> <p>MSGs will be earned at the successful completion of each of the following areas:</p> <ul style="list-style-type: none"> -chemical hazards -personal protective equipment -cleaning in the built environment -Certified Custodial Technician credential

MSG 5 Example – how to include benchmarks

Measurable Skills Gains		
<p>MSG 3 (Postsecondary Credentials) Earned? If yes, evidenced by? (List credits earned by semester.)</p>	<p>MSG 4 (Workplace Milestones) earned? If yes, evidenced by? (List employer goals, milestones, etc.)</p>	<p>MSG 5 (Passing Exam or Demonstrating Progress) earned? If yes, evidenced by? (List exams, industry-recognized benchmarks, pay increase, etc.) Any of the following: Test 2 (Modules F, Q, I, J, V, G & D) Test 4 (Module H) Test 5 (Modules R, S, T, U, W) Final Exam Certified Nursing Assistant I credential</p>

This is a good example for MSG 5. It may be earned in several ways:

- Benchmarks toward credential
- Completion of the course/passing final exam
- State certification

MSG 5 Example – how to include benchmarks

This is a good way to earn MSG 5. When a student is licensed through the NC Board of Cosmetic Art as a Nail Technician, MSG 5 will be earned.

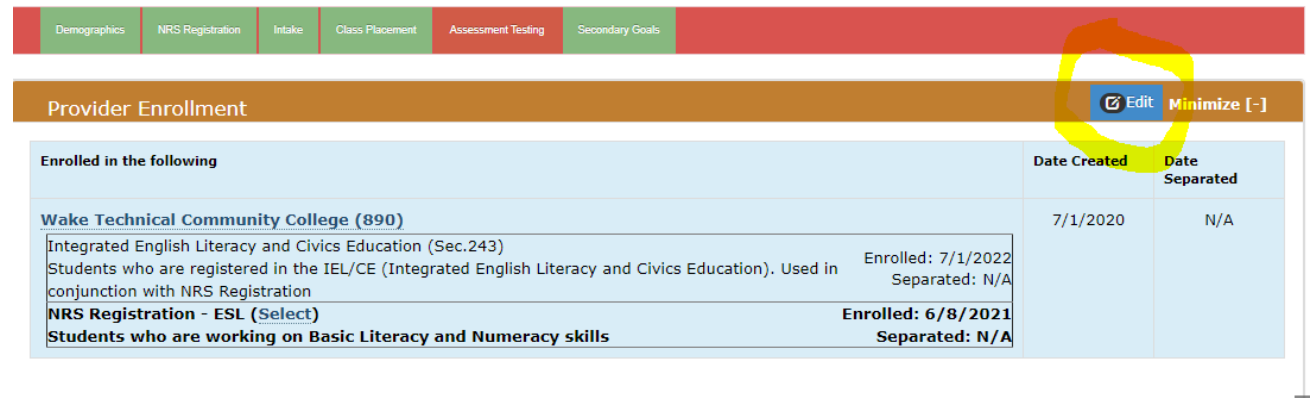
The student could earn additional encouragement and the program could be offered an extra layer of protection – how?

By adding completion of the course (as well as other benchmarks) to MSG 5, the student will receive additional encouragement and the program will be protected with an early MSG in the event tha the student moves or does not follow through with state certification.

Measurable Skills Gains		
<p>MSG 3 (Postsecondary Credentials) Earned? If yes, evidenced by? (List credits earned by semester.)</p>	<p>MSG 4 (Workplace Milestones) earned? If yes, evidenced by? (List employer goals, milestones, etc.)</p>	<p>MSG 5 (Passing Exam or Demonstrating Progress) earned? If yes, evidenced by? (List exams, industry-recognized benchmarks, pay increase, etc.) Students will demonstrate progress through licensure by the North Carolina Board of Cosmetic Art</p>

IET Coding in ADVANSYS

- Students must first have an NRS registration
- Next, add IET registration type (select the edit tab next to “Provider Enrollment”)
- Students must have an IET registration in order to have MSGs 3-5 listed as possible outcomes



The screenshot shows the ADVANSYS interface with a navigation bar at the top containing tabs for Demographics, NRS Registration, Intake, Class Placement, Assessment Testing, and Secondary Goals. Below this is a 'Provider Enrollment' section with an 'Edit' button circled in yellow. The main content area displays a table of enrollment information.

Enrolled in the following	Date Created	Date Separated
Wake Technical Community College (890) Integrated English Literacy and Civics Education (Sec.243) Students who are registered in the IEL/CE (Integrated English Literacy and Civics Education). Used in conjunction with NRS Registration NRS Registration - ESL (Select) Students who are working on Basic Literacy and Numeracy skills	7/1/2020	N/A

Dropdown List

* Program Type: * Registration Date:
(MM/DD/YYYY)

The Following Student Program Types have been chosen.

Name	Description	NRS Testing
NRS Registration	Students who are working on Basic Literacy and Numeracy skills	✓

Separate from Enrollment

Selecting Outcomes for IET Students

Menu Option:

From the student snapshot box, select **OUTCOMES** from the list of options on the left-hand side.

This option will open the Outcomes Entry and Review module for that individual student.

This is an optional feature and may not be available to all states based on state policy.



Menu Options:

[Change/Add Classes](#)
[Print Course Schedule](#)
[Attendance History](#)
[HSE Scores](#)
[Transcripts / Print Transcripts](#)
[Billing History / Create Invoice](#)
[Print Statement](#)
[Outcomes](#)
[Add/Edit Family](#)
[Add Case Note](#)
[Add Basic Assessment](#)
[Request Asset](#)
[Send Message To Student](#)

Outcomes and Milestones include:

- Obtain HSE/GED
- Adult High School Diploma
- Enter Postsecondary Education or Training
- (IET MSG) Secondary or Post-secondary Transcript
- (IET MSG) Progress Toward Milestones
- (IET MSG) Passing Technical Occupational Knowledge-Based Exam

Case Notes & Approvals

- NOTE: Pay particular attention to the date achieved, as this may impact whether the outcome will meet the standards for reporting.
- For MSGs 3-5 you will also need to add a case note to the student's profile stating how the student achieved the MSG and what documentation is on file.
- Outcomes for MSGs 3-5 require a second approval.

Outcome, Milestone, and Achievement Display

Once entered, whether manually, via data matching or the outcome call list outcomes, milestones and achievements will display on the student Outcome Panel.

Outcome and Milestone Achievements

Can be added by State or Program Administrator only if student meets all requirements for entry.

New Indicator				
Date	Entered	Goal Achieved	HSE/HSD Certificate Number	Date Approved
3/31/2022	3/31/2022	Obtain a GED/HSE	2325252	3/31/2022
3/31/2022	3/31/2022	(IET MSG) Progress Toward Milestones	N/A	

Thank you

"We must take people where they are and carry them as far as they can go".

- Dallas Herring