

CourseMatch FAQs

CSU Fully Online is a concurrent enrollment program that allows matriculated CSU students to take one online course at another CSU during the fall or fall semester along with coursework at their home university. It was established in 2015 in response to Assembly Bill (AB) 386, legislation that expanded upon the long-standing intrasystem enrollment program that has been in place since 1974. CourseMatch courses are a subset of CSU Fully Online courses that are sponsored by the Office of the Chancellor. CourseMatch was created in 2013 to address course bottlenecks and help students stay on a timely path to graduation. Appendix A (below) provides a summary of the Intrasystem Online Course Enrollment Programs.

Intrasystem Online Course Enrollment At-A-Glance

<u>Assembly Bill 386</u>	<u>CourseMatch</u>
<ul style="list-style-type: none">• AB386 signed in September 2013• Effective with the Fall 2015 term• Requires that every state-supported, fully-online course offered by every CSU be made available for enrollment by students at other CSUs<ul style="list-style-type: none">○ Includes both asynchronous and synchronous delivery methods• Enrollment in an online course by students at other CSUs is on a space-available basis after local students have had the opportunity to enroll; no requirement to make additional seats available• The University offering the course must inform students of and may require prerequisite courses or other academic preparation deemed necessary for the online course	<ul style="list-style-type: none">• Originated to address 'Course Bottlenecks'• Courses are a subset of the fully-online, state-supported AB386 courses which are being "sponsored" by the CSU• Universities submit asynchronous online courses for "sponsorship" consideration• The Office of the Chancellor will provide funding to reserve capacity in those online courses so that students from any CSU can enroll; funding based on enrollment data at census• Enrollment opens on date set by the Office of the Chancellor, typically before AB386 courses• Enrollment of students from other CSUs will not count toward budgeted FTES target• While participation by all CSUs in offering "sponsored" courses as part of CourseMatch is highly encouraged, it is not mandatory

What are the requirements for submission and selection of courses for the CourseMatch Program?

Campuses are asked to provide the following information via an online form:

1. Confirmation that the course has already been delivered fully online for at least one term.
2. Confirmation that the submitted courses will use similar curriculum and pedagogy as the previously taught successful online course. First-time online and newly redesigned GE courses will be considered on a case-by-case basis. Universities submitting courses that do not meet a GE area may be requested to provide documentation supporting system-wide demand for the course (e.g. articulation of course to multiple CSUs).

3. Confirmation that the instructional materials and technology services are accessible or that there are equally effective alternative access plans for students with disabilities.
4. Confirmation that the CourseMatch course delivery is asynchronous and will be listed as “fully online” in the schedule of classes.
5. Evidence that students have completed the course with a success rate at least comparable to, or better than the same face-to-face or hybrid course taught on the campus.
 - a. Submit the percentage of repeatable grades (D or lower) of the fully online and face-to-face and/or hybrid modes of instruction for the same course.
 - b. Populate the Evidentiary Document for the Student Performance template showing repeatable grades percentages and retention rates for both fully online course delivery and face-to-face or hybrid delivery, and the actual number of enrolled or retained students.
 - i. If the submitted courses were approved for CourseMatch previously, the university still needs to provide a recent history of student success (e.g. grades and retention).
 - ii. If the submitted course is a newly redesigned course and there is no history of course grades, then the university must have implemented some quality assurance process. The quality assurance process must include faculty completion of a CSU Quality Learning and Teaching (QLT) training, Quality Matters (QM) training.
 - iii. Enrollment counts for previously offered course sections must demonstrate the course has enough enrollment demand for home student enrollment. CourseMatch is not designed to support the minimum enrollment needed to offer a course.
6. Confirmation of quality assurance by verifying the instructor has completed an Office of the Chancellor recognized training that covers pedagogical design and facilitation of online courses in a comprehensive way. This includes the following trainings offered through [CSU Academic Technology Services](#): QLT1-INTRO, QLT-AVD, QM DYOC, QM IYOC, QM APPQMR. University-recognized training may also be accepted provided it includes a documented minimum of 15 hours.
7. Information about campus quality assurance processes including describing the procedures used to ensure academic integrity of student performance on exams, quizzes, tests, etc. For example, use of proctored exams, plagiarism detection software and/or other procedures to significantly reduce the opportunities to cheat in online courses.
8. Confirmation of commitment to provide CourseMatch students with information about the services from the host institution to support their success. This includes a campus introduction and welcome document that summarizes the host institutions’ student support and academic support services, identifies the learning management system used and other tools, policies and schedules that the student needs to know when taking a class at the host institution.

9. Confirmation of commitment to accommodate all applications for concurrently enrolled students in the CourseMatch courses at least up to the campus stated threshold. The Office of the Chancellor requires that each university initially reserve at least 10 seats in each CourseMatch section and monitor enrollments during the established period closely. This minimum number will help the Office of the Chancellor gauge demand in each course and ensure that students have a genuine opportunity to enroll.
10. A current syllabus or course outline required to complete an articulation review.

What are the benefits for participating in the CourseMatch Program?

1. Enrollment generated by CourseMatch students will not be counted toward or against the university's enrollment target. If the university mixes its own students with CourseMatch students in one section, only enrollments from the host institution in the CourseMatch section will count toward its enrollment target.
2. The home campus of the CourseMatch student will retain the students' tuition and campus-based fees.
3. The university may collect miscellaneous course fees associated with the course, and nonresident tuition for the units enrolled at the university, if applicable.
4. The Office of the Chancellor will provide each university with \$3,400 for each annualized FTES of calculated enrollment in CourseMatch course(s). The calculation will be made at the university's census date. If at least one CourseMatch enrollment is present at census, the university will receive the minimum payment of \$3,400 per course; however, if fewer than 10 seats were initially reserved during the CourseMatch enrollment period, or the seats were released prior to the established enrollment deadlines, the Office of the Chancellor will provide only the per-seat equivalent of \$340 per enrollment.
5. CourseMatch is funded by General Operating funds and supports the university's operations.

How does CourseMatch support the Graduation Initiative 2025 goals?

Graduation Initiative 2025 includes a strategic focus on eliminating administrative barriers by such efforts as reducing bottlenecks and ensuring that more students have access to the courses, they need in order to remain on timely progress to degree. In addition, Governor Newsom's multi-year state budget compact seeks that, "CSU will more than triple concurrent student enrollment in online courses delivered by sister CSU campuses." To advance these strategic areas of focus, nominations of online courses that fulfill General Education (GE) requirements will receive first priority for approval.

All CSUs, regardless of their participation in CourseMatch, are expected to adhere to systemwide policy regarding online concurrent enrollment. See [the Fully Online Courses for Concurrent Enrollment](#) Policy for additional information.