

Concourse™ lite

Syllabus Management - **Simplified**

Fulton-Montgomery Community College

Why they chose Concourse: In an attempt to ensure learning outcomes and demonstrate higher levels of transparency, accreditors are becoming increasingly focused on the syllabus. In order to meet accreditation standards, FMCC knew they needed to replace their cumbersome in-house syllabus management process fast.



Fulton-Montgomery Community College is located on 195 acres in the foothills of the beautiful Adirondack Mountains between Albany and Utica, NY. FMCC is dedicated to providing students with a quality education in an environment that nurtures success. With over 45 degree and certificate programs, they offer small classes, individualized attention, and many diverse programs.

:: Classification
2-year Community College

:: Focal Application
Accreditation management

“ Our method included word templates, email collection, and hardcopy syllabus archival. This provided a large portion of the necessary information, but proved to be too cumbersome. We needed a tool that could alleviate the administrative and faculty burden of managing our syllabi and provide for better organization of the underlying data. ”

Provost G. Truckenmiller

The Backstory

Following an accreditation review in 2006 by the Middle States Commission on Higher Education, FMCC was asked to put in place a rigorous assessment process to evaluate student learning and ensure that clearly articulated objectives and outcomes are present on all course syllabi. In response to this recommendation, FMCC developed a curriculum management process that consisted of the collection and archival of course syllabi each semester using a Word template, email collection, and electronic and hard-copy filing. Though progress was made, this process consumed a considerable amount of administrative effort. FMCC knew there was a better way.

The Challenge

FMCC had made significant gains by using their manual syllabus management process, but the process proved to be time consuming and inefficient for both faculty and administrators. They soon realized that they needed a tool that could

alleviate the administrative and faculty burden of managing our syllabi and provide for better organization of the underlying data. In addition to finding a solution that streamlined the process of managing syllabi, FMCC wanted a technology that required little training and maintenance; faculty adoption and easy IT management were the top priorities and therefore the largest challenges.

Seeking Solutions

The search for a commercially available syllabus solution led FMCC to Intellidemia. It was in mid 2009, when FMCC reached out to Intellidemia and after a few short conversations, FMCC decided that Concourse was the platform that would help them centralize syllabus management, improve workflow, and streamline the accreditation process. The move to use Concourse was part of a larger strategic initiative to better manage course information and consistency across campus.

Getting Started

In a first semester pilot, Concourse allowed FMCC administrators develop institution-wide syllabus templates that instructors could use to continually update their courses while retaining elements crucial to the accreditation process. As a result, the time and effort used by administrative staff required to process and organize syllabi was significantly reduced.

As the pilot came to a close, FMCC and Intellidemia took a look back at what they had learned and accomplished. While FMCC found the Concourse syllabus builder powerful and easy-to-learn, they still needed a way to process syllabi from years past alongside the documents that were still being directly submitted by instructors.

It was then that Intellidemia introduced FMCC to a newly introduced Concourse edition, Concourse Lite, which is built off of the same great fully-featured Concourse platform, but at a fraction the complexity, manpower, and cost.

FMCC was extremely excited about moving to Concourse Lite and they appreciated the suggestion to deploy an edition that would better suit their needs. FMCC has signed a long term contract with Intellidemia and is using Concourse Lite to create a centralized repository where nearly 1,000 syllabi (to date) are stored, audited, and shared.

The Results

Now, FMCC is taking full advantage of the ability to catalog, share, and distribute syllabi from a central location. With anytime, anywhere access, students can keyword search and preview syllabi. FMCC is quickly improving consistency and streamlining the approval process by having instructors manage their own syllabus content for administrators to easily review. In turn, this is significantly reducing the time and energy required to process and organize syllabi on behalf of the administrative staff.

By bringing syllabi together in an online platform, FMCC now offers unprecedented course information access throughout the entire campus community. Students and advisors are finding additional value in Concourse through its robust search and preview capabilities. This added benefit is expected to improve transfer evaluation and increase student performance and retention.

FMCC plans to showcase their curriculum management improvements during their next five year periodic review.



“ We are working alongside FMCC to ensure they have a solution that doesn't overshoot their needs, making Concourse Lite an even more valuable solution within their educational fabric. Applications in transfer articulation and assessment are on the horizon as we continually seek ways to aid in the enhancement of the learning at FMCC. ”

Judd Rattner, CEO, Intellidemia