



California Community Colleges

Institutional Effectiveness

**Institutional Effectiveness Partnership Initiative
Partnership Resource Teams
Institutional Innovation and Effectiveness Plan
Date: 3/27/24**

Name of Institution: Porterville College

Area of Focus	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status (for Visit 3) As of Date:
A. Onboarding Dual Enrollment Instructors and Staff: a. Coordinate dual enrollment orientations for new instructors and provide direct student support. b. Facilitate training for dual enrollment instructors. c. Hire and onboard program support staff.	1. Increase the number of participants who attend instructor orientations. 2. Coordinate stronger relationship between Student Services and high school dual enrollment instructors. 3. Strengthen resources provided to dual enrollment instructors. 4. Increase access to professional development opportunities specific to dual enrollment / early college.	Director of Dual Enrollment / Early College	June 2025	1. Conduct in-person orientation here at Porterville College that would connect high school dual enrollment instructors and college dual enrollment instructors. 2. Evaluate orientations and make continuous improvement as the findings warrant. 3. Incorporate suggested training ideas from faculty, staff, and administrators. 4. Incorporate Student Services resources in onboarding new college and high school dual enrollment instructors. 5. Update High School Dual Enrollment Instructor Handbook utilizing resources from Menu of Options. 6. Explore and disseminate professional development opportunities for staff and faculty at the college that support dual enrollment. 7. Onboard new short-term program staff to better support the program.	1. In-person orientations conducted; orientation participation increased by 80%. 2. Evaluation on orientation conducted regularly; improvement implemented as needed 3. Training ideas incorporated as applicable 4. Student Services resources incorporated 5. Handbook updated and disseminated 6. Professional development opportunities identified and disseminated. 7. Short-term staff provided	a. b.

Area of Focus	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status (for Visit 3) As of Date:
<p>B. High School Course Request Process:</p> <p>a. Streamline the high school course request process.</p> <p>b. Create and develop thoughtful course sequences for high school partners.</p>	<ol style="list-style-type: none"> 1. Improve high school request / scheduling process. 2. Increase access to data about dual enrollment. 	<p>Director of Dual Enrollment / Early College</p>	<p>June 2025</p>	<ol style="list-style-type: none"> 1. Develop and disseminate an annual schedule ahead of time. 2. Develop and implement a list of courses approved to be taught as dual enrollment. 3. Create and implement a strategic enrollment management plan that includes dual enrollment. 4. Post useful dual enrollment data on a public-facing webpage. 5. Consider developing and implementing accessible Tableau Dashboards that do not require a login to help make data more accessible and inform continuous improvement in dual enrollment. 6. Explore developing and implementing a dual enrollment schedule that aligns with Guided Pathways. 	<ol style="list-style-type: none"> 1. Schedule developed with at least one high school partner and disseminated. 2. List of available dual enrollment courses to offer implemented with at least one division. 3. Dual enrollment included in strategic enrollment management plan. 4. Data available on public-facing webpage. 5. Tableau options examined; recommendations made. 6. Pathways-aligned schedule approach evaluated; recommendations made. 	<ol style="list-style-type: none"> a. b.
<p>C. Streamline the Dual Enrollment Onboard Process for Students:</p> <p>a. Provide DualEnroll.com workshops for students, high school partners, and parents.</p>	<ol style="list-style-type: none"> 1. Increase resources for first-time dual enrollment students. 2. Continue to improve DualEnroll.com. 3. Improve information sessions provided to students and parents. 	<p>Director of Dual Enrollment / Early College and Dean of Student Success and Counseling</p>	<p>June 2025</p>	<ol style="list-style-type: none"> 1. Create and implement an orientation for first-time dual enrollment students on what it is like to be a college student. 2. Create a video library on utilizing DualEnroll.com and provide access to all users. 3. Incorporate DualEnroll.com in the parent / student orientations. 4. Explore the expansion of Senior Matriculation workshops to include all dual enrollment students so that students can do career exploration, SEPs, and register into dual enrollment classes all on the same day. 5. Fully implement wish-listing course request process in DualEnroll.com for dual courses. 6. Establish a system for gathering student feedback on their experience in the program. (e.g., surveys or focus groups) 	<ol style="list-style-type: none"> 1. Initial orientation for first-time dual enrollment students created and completed. 2. Video library for DualEnroll.com created; access provided. 3. DualEnroll.com incorporated into the parent / student orientations. 4. Expansion evaluated; recommendations made. 5. Wishlisting is completely implemented. 6. Feedback system designed and ready for implementation. 	<ol style="list-style-type: none"> a. b.

Area of Focus	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status (for Visit 3) As of Date:
<p>D. Cultural Proficiency Education Practice:</p> <ul style="list-style-type: none"> a. Develop training with faculty and staff to incorporate Cultural Proficiency into practice. b. Develop and implement action within a tiered system of support. c. Review of new pedagogical practices relevant to students of today. 	<ul style="list-style-type: none"> 1. Increase cultural proficiency. 2. Develop a shared understanding of Cultural Proficiency. 	<p>Director of Student Success and Equity, Social Justice and Equity Committee Faculty Co-Chair, and Institutional Research</p>	<p>June 2025</p>	<ul style="list-style-type: none"> 1. Fill the open Director of Student Success and Equity position. 2. Explore USC Race & Equity Training for culturally sustainable pedagogy. 3. Working with Institutional Research, promote equity dashboards and trainings around interpretation of data. 4. Imbed culturally proficient practices in existing student success practices. 5. Consider contracts with expert guest speakers during in-service time with an underlying theme of DEI. 6. Coordinate with other programs to increase instructor presence in areas of campus such as student engagement activities and support programs related to DEI. 7. Contract with a consultant that works in DEI. 8. Begin discussions with Curriculum Committee to support instructors voluntarily imbedding DEI into their COR. 9. Explore implementing Climate Surveys as recommended in MOO. 10. Explore holding an informational session on Ethnic Studies. 	<ul style="list-style-type: none"> 1. Hiring process for the Director successfully completed. 2. USC training evaluated; recommendations made. 3. At least one data analysis training session held as a professional development opportunity for faculty and staff. 4. Culturally proficient practices successfully imbedded in a variety of student success practices. 5. Develop a short list of potential guest speakers; DEI guest speakers presented during in-service. 6. Instructor involvement increased as specified. 7. Consultant contract approved. 8. At least one DEI discussion facilitated in a Curriculum Committee meeting. 9. Climate surveys evaluated; recommendations made. 10. Information session options examined; recommendations made. 	<ul style="list-style-type: none"> a. b.

Request for IEPI Resources to Support Institutional Innovation and Effectiveness Plan

Applicable Area(s) of Focus <i>(Copy from table above.)</i>	Applicable Objective(s) <i>(Copy from table above.)</i>	Description of Resource Needed <i>(Refer to Action Steps above as appropriate.)</i>	Cost of Resource
A. Onboarding Dual Enrollment Instructors and Staff	<ol style="list-style-type: none"> 1. Increase the number of participants who attend instructor orientations. 3. Strengthen resources provided to dual enrollment instructors. 4. Increase access to professional development opportunities specific to dual enrollment / early college. 	<ol style="list-style-type: none"> 1. Conduct in-person orientations here at Porterville College that would connect high school dual enrollment instructors and college dual enrollment instructors. 5. Update High School Dual Enrollment Instructor Handbook utilizing resources from Menu of Options. 6. Explore and provide professional development opportunities for outreach and advisors at the college that support dual enrollment. 7. Onboard new short-term program staff to better support the program. 	<p>Instructor Stipends: \$2,700.00 (45 instructors @ \$30.00/hour compensation rate for non-contractual professional services, then multiplied by 2 for two orientations)</p> <p>Food: \$1,800.00 (45 instructors @ \$20.00 a person, then multiplied by 2 for two orientations)</p> <p>Professional Development Travel: \$17,000.00</p> <p>Supplies: \$500.00</p> <p>Short term labor: \$47,840.00 (40 hours a week @ \$23.00/hour, then times 52 weeks)</p> <p>Program Training: \$47,840.00</p>
B. High School Course Request Process	<ol style="list-style-type: none"> 1. Improve high school request / scheduling process. 	<ol style="list-style-type: none"> 2. Develop and implement a list of courses approved to be taught as dual enrollment. 3. Create and implement a strategic enrollment management plan that includes dual enrollment. 	Instructor stipends: \$2,700.00
C. Streamline the Dual Enrollment Onboard Process for Students	<ol style="list-style-type: none"> 1. Increase resources for first-time dual enrollment students. 2. Continue to improve DualEnroll.com. 3. Improve information sessions provided to students and parents. 	<ol style="list-style-type: none"> 1. Create and implement an orientation for first-time dual enrollment students on what it is like to be a college student. 3. Incorporate DualEnroll.com in the parent / student orientations. 	Food: \$450.00
D. Cultural Proficiency Education Practice	<ol style="list-style-type: none"> 1. Increase cultural proficiency. 2. Develop a shared understanding of Cultural Proficiency. 	<ol style="list-style-type: none"> 2. Explore USC Race & Equity Training for culturally sustainable pedagogy. 3. Working with Institutional Research, promote equity dashboards and training around interpretation of data. 5. Contract with expert guest speakers during in-service time with an underlying theme of DEI. 7. Contract with a consultant that works in DEI. 10. Explore holding an informational session on Ethnic Studies. 	<p>Guest Speaker(s): \$25,000.00</p> <p>Consultants: \$25,000.00</p> <p>Instructor Stipends: \$10,000.00</p> <p>Food: \$5,000.00</p> <p>Supplies: \$3,000.00</p> <p>Technology: Expanding access to data dashboards, cultural proficiency virtual training. \$11,170.00</p>

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B. High School Course Request Process	<ol style="list-style-type: none"> Improve high school request / scheduling process. 	<ol style="list-style-type: none"> Develop and implement a list of courses approved to be taught as dual enrollment. Create and implement a strategic enrollment management plan that includes dual enrollment. 	Instructor stipends: \$2,700.00
C. Streamline the Dual Enrollment Onboard Process for Students	<ol style="list-style-type: none"> Increase resources for first-time dual enrollment students. Continue to improve DualEnroll.com. Improve information sessions provided to students and parents. 	<ol style="list-style-type: none"> Create and implement an orientation for first-time dual enrollment students on what it is like to be a college student. Incorporate DualEnroll.com in the parent / student orientations. 	Food: \$450.00
Total IEPI Resource Request (not to exceed \$200,000)			\$200,000

Approval	
Chief Executive Officer	
Name: Claudia Habib	
Signature or E-signature:	Date:

Collegial Consultation with the Academic Senate	
Academic Senate President	
<i>(As applicable; duplicate if needed for district-level I&EP)</i>	
Name: Rebecca Baird	
Signature or E-signature:	Date: