



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:
<p>A. Onboarding Dual Enrollment Instructors and Staff</p> <p>a. Coordinate dual enrollment orientations for new instructors and provide direct student support.</p> <p>b. Facilitate training for dual enrollment instructors.</p> <p>c. Hire and onboard program support staff.</p>	<p>1. Increase the number of participants who attend instructor orientation.</p> <p>2. Coordinate stronger relationship between Student Services and high school dual enrollment instructors.</p> <p>3. Strengthen resources provided to dual enrollment instructors.</p>	Director of Dual Enrollment / Early College	August 2026	<p>1. Explore doing in-person orientation here at Porterville College that would connect high school dual enrollment instructors and college dual enrollment instructors.</p> <p>2. Evaluate orientations to assess orientations for continuous improvement.</p> <p>3. Incorporate suggested training ideas from faculty, staff, and administrators.</p> <p>4. Incorporate Student Services resources in on-boarding new dual enrollment instructors.</p> <p>5. Update High School Dual Enrollment Instructor Handbook utilizing resources from Menu of Options.</p> <p>6. Explore training opportunities for outreach and advisors at the college that support dual enrollment.</p> <p>7. Onboard new program staff to better support the program.</p>	<p>1. Increase orientation participation by 80%.</p> <p>2. Conduct evaluation on orientation</p> <p>3. Provide short-term staff to support the program.</p>	a. b.
<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>	<p>1. Improve high school request / scheduling process.</p> <p>2. Increase access to data about dual enrollment.</p>	Director of Dual Enrollment / Early College, Division Chairs, VPI, and Institutional Research	August 2026	<p>1. Develop an annual schedule ahead of time.</p> <p>2. Develop a list of courses approved to be taught as a dual enrollment course.</p> <p>3. Create a strategic enrollment management plan that includes dual enrollment.</p> <p>4. 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.</p> <p>5. Explore developing a dual enrollment schedule that aligns with Guided Pathways.</p>	<p>1. Develop a schedule with at least one high school partner.</p> <p>2. Data available on public facing webpage.</p> <p>3. Develop a list of available dual enrollment courses to offer with at least one division.</p>	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>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"> Increase resources for first-time dual enrollment students. Continue to improve DualEnroll.com. Improve information sessions provided to students and parents. 	<p>Director of Dual Enrollment / Early College and Dean of Student Success and Counseling</p>	<p>August 2026</p>	<ol style="list-style-type: none"> Create an orientation for first-time dual enrollment students on what it is like to be a college student. Create video library on utilizing DualEnroll.com. Incorporate DualEnroll.com in the parent / student orientations. 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. Fully implement wish-listing course request process in DualEnroll.com for dual courses. Explore options for gathering student feedback on their experience in the program. (e.g., surveys or focus groups) 	<ol style="list-style-type: none"> Completed the orientation for first-time dual enrollment students. Completed the video library for DualEnroll.com. Included DualEnroll.com in the parent / student orientations. Wishlisting is completely implemented. Feedback gathering option identified 	<ol style="list-style-type: none">
<p>D. Cultural Proficiency Education Practice:</p> <p>a. Develop training with faculty and staff to incorporate Cultural Proficiency into practice.</p> <p>b. Develop and implement action within a tiered system of support.</p> <p>c. Review of new pedagogical practices relevant to students of today.</p>	<ol style="list-style-type: none"> Increase cultural proficiency. 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>August 2026</p>	<ol style="list-style-type: none"> Fill the open Director of Student Success and Equity position. Explore USC Race & Equity Training for culturally sustainable pedagogy. Work with Institutional Research to promote equity dashboards and trainings around interpretation of data. Imbed culturally proficient practices in existing student success practices. Explore guest speakers during in-service time with an underlying theme of DEI. Coordinate with other programs to increase instructor presence to be involved in areas of campus such as student engagement activities and support programs related to DEI. Explore working with a consultant that works in DEI. Work with Curriculum Committee to support instructors with imbedding DEI into their COR. Explore Climate Surveys recommended in MOO. Explore holding an informational session on Ethnic Studies. 	<ol style="list-style-type: none"> Successfully complete the hiring process for the Director. Hold at least one data analysis session. Host DEI guest speakers. Develop a short list of potential guest speakers Facilitate at least one DEI discussion in a Curriculum Committee meeting 	<ol style="list-style-type: none">

Request for IEPI Resources to Support Institutional Innovation and Effectiveness Plan

Applicable Area(s) of Focus (Copy from table above.)	Applicable Objective(s) (Copy from table above.)	Description of Resource Needed (Refer to Action Steps above as appropriate.)	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. 	<ol style="list-style-type: none"> 1. Explore doing 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. 7. Onboard new 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>Travel: \$17,000.00</p> <p>Supplies: \$500.00</p> <p>Short term labor: \$95,680.00 (40 hours a week @ \$23.00/hour, then times 52 weeks, times 2 for two years)</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 a list of courses approved to be taught as a dual enrollment course. 3. Create a strategic enrollment management plan that includes dual enrollment. 	<p>Instructor stipends: \$2,700.00</p>
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 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. 	<p>Food: \$450.00</p>

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. Work with Institutional Research to promote equity dashboards and trainings around interpretation of data. 5. Explore guest speakers during in-service time with an underlying theme of DEI. 7. Explore working with a consultant that works in DEI. 10. Explore holding an informational session on Ethnic Studies. 	<p>Guest Speaker(s): \$25,000</p> <p>Consultants: \$25,000</p> <p>Instructor Stipends: \$10,000</p> <p>Food: \$5,000</p> <p>Supplies: \$3,000</p> <p>Technology: \$11,170</p>
<p>Total IEPI Resource Request (not to exceed \$200,000)</p>			<p style="text-align: right;">\$200,000</p>

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: