



# **Community Development/Grants Management Instruction**

## **Vision/Narrative**

Providing an on-ramp for our community's most under-served students in order to support them in achieving their academic and life goals.

## **Feedback from Supervisor / Dean**



**Program Objective 1: Increase the number of noncredit students transitioning into credit programs**

**Strategy and Goal(s):**

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

**IEC Program Review:**

Yes, this Objective is based from the last IEC Program Review.

**Progress:**

Yes: More students are transitioning. 32% of students attending the highest level of life skills ESL transition to higher level academic or vocational esl within 2 terms. This figure will be monitored to evaluate success of this objective.

**Activity 1: Communicate on a regular basis with credit ESL.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 2: Provide counseling for non-credit and mirrored courses.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 3: In collaboration with the credit and adult education programs, review curriculum and offerings to work towards a more integrated and complete ESL system.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 4: Develop and implement progress tracking tool to assess progression.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Rankings:**

Ranker	Comments	Rank
Dean		
Vice-President		



**Community Development/Grants Management**

Academic Year 2018-19

Budget Committee		
President's Council		



**Program Objective 2: Increase the effectiveness of noncredit student enrollment, assessment, and counseling support.**

**Strategy and Goal(s):**

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

**IEC Program Review:**

No: Non credit programs will be required to provide support services in similar fashion to the credit SSSP. Assessment and other support services will need to be provided and tracked as on the credit side. Moreover, current enrollment and orientation does not happen in a timely fashion.

**Progress:**

Yes: Assessment and placement has been becomes systematic with close to 90% of students in ESL being assessed. Enrollment processing has improved dramatically. Less than 1 FTE was lost due to enrollment issues.

**Activity 1: Develop formalized process for providing counseling support.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 2: Develop SSSP database and reporting system.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 3: Map and implement system for who and when we provide instructional and student support service.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Rankings:**

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**Program Objective 3: Increase the consistency and quality of non credit instruction.**

**Strategy and Goal(s):**

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

**IEC Program Review:**

No: The challenges with non credit instruction present particular challenges to instruction. SLO data suggest that there is room for instructional improvement.

**Progress:**

Yes: A level assessment has been developed and implemented for all of the Beginning level esl courses. All noncredit classes will be required to enter a progress indicator starting Fall 16. Additional monies have been allocated for instructional supplies.

A 3 day training in summer and a one day training in winter are being regularly conducted. Topics are generated through instructor feedback. Additional trainings, such as trauma informed instruction and Mental Health First Aid, have been offered. Each term instructors also get together to share some of their favorite lessons and tools.

**Activity 1: Offer additional professional learning opportunities for non-credit faculty.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 2: Intensively discuss assessment, curriculum, SLO data and instruction.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 3: Modify curriculum as needed.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Rankings:**

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**Program Objective 4: Increase learning and support opportunities to service area residents, particularly those who are under-represented in formal education.**

**Strategy and Goal(s):**

Not Applicable: RESUBMITTED: Copied from Academic Year 2017-18

**IEC Program Review:**

No: Recent planning work has identified additional needs that are unaddressed by current offerings.

**Progress:**

No: Enrollment has increased.

**Activity 1: Identify new community based partners.**

Personnel Request - *none*

Non-Personnel Request - *none*

**Activity 2: Identify additional instructors.**

Personnel Request - *none*

Non-Personnel Request - *none*

**Activity 3: Market, support, and offer additional courses.**

Personnel Request - *none*

Non-Personnel Request - *none*

**Activity 4: Complete contracts or MOUs with partner agencies.**

Personnel Request - *none*

Non-Personnel Request - *none*

**Activity 5: Develop and offer new CTE programs.**

Personnel Request - *none*

Non-Personnel Request - *none*

**Rankings:**

Ranker	Comments	Rank
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