# California Community Colleges
## Institutional Effectiveness

**Institutional Effectiveness Partnership Initiative**
**Partnership Resource Teams**
**Institutional Innovation and Effectiveness Plan**
Date: 12/3/19
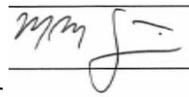
## Name of Institution: College of Alameda

| Area of Focus | Objective | Responsible Person | Target Date for Achievement | Action Steps | Measure of Progress | Status As of Date: |
|---|---|---|---|---|---|---|
| A. Strategic Enrollment Management – Year of Inquiry | 1. Collect and analyze data to identify and address student needs 2. Infuse research and data collection with renewed campus focus on Equity and Guided Pathways for 2020 | Director of IR New Guided Pathways Data Design Team | Spring 2021 full semester | a. Write job descriptions for a Guided Pathways research design team (2 faculty, 2 staff, 2 administrators), call for volunteers, and establish the team. b. Administer CCSSE and/or explore/switch to National Assessment of Collegiate Campus Culture c. Select and train Student Ambassadors to run focus groups d. Carry out student focus groups during Spring 2020 and Fall 2021 e. Outreach to local school districts to survey incoming student interest f. Infuse all meetings with GP/Equity focus to meet student need/demand g. Conduct campus-wide activities/workshops focused on GP/Equity outcomes | a. Job descriptions completed and approved; campus call for applications for design team; stipend process completed; design team established b. Surveys administered and results analyzed and applied c. Selection and training of Student Ambassadors completed d. Focus groups completed and results analyzed and applied e. Incoming students surveyed and results analyzed and applied to outreach planning f. GP/Equity focus in meetings demonstrated in agendas and minutes g. Workshop evaluations | CCSSE administered in Spring 2020; waiting for results. Outreach to local school districts postponed until Fall 2020 due to COVID Equity/Research team positions to be announced 4/13/20 for applications Student Focus groups to occur in Fall 2020, especially around student equity in the design of metamajors Cost-free equity trainings are being shared with faculty as they are developed and presented by CORA and other organizations for the online environment More work/trainings to occur in summer/fall 2020 |

| Area of Focus | Objective | Responsible Person | Target Date for Achievement | Action Steps | Measure of Progress | Status As of Date: |
|---|---|---|---|---|---|---|
| B. Strategic Enrollment Management – Student Success | 1. Tap into new student populations through outreach and other efforts<br>2. Improve retention and graduation rates through a focus on Equity | VPSS<br>Director of IR<br>VPI | Spring 2021 | a. Complete work on software and other tools to be used for contacting student pre and post enrollment<br>b. Infuse equity principles into classroom and student support work.<br>  1. Send faculty/staff/administrators to Equity Academies at Skyline to institutionalize concepts of equity in service to students in the classroom and in broader services.<br>  2. Work with employees on all travel and other paperwork for participation in Equity Academies<br>  3. Provide campus online training courses opportunities to faculty, staff and administrators (i.e. CORA programs (Teaching Men of Color, Supporting Men of Color, Unconscious Bias, Racial Microagressions, etc.)<br>https://coralearning.org/shop/ | a. Completed implementation of Starfish and any other student contact software<br>b. Faculty/Staff/ Administrator attendance at more Equity Academies in teams during 2020<br>d. Faculty, staff, and administrator participation in online courses/training programs in serving students of color | Sent 3 cohorts to Fall 2019 Equity Academies at Skyline<br><br>Sent 2 cohorts to Feb 2020 Equity Academies at Skyline focus on counseling<br><br>Postponement of March 2020 STEM Equity Academies at Skyline due to COVID<br><br>Summer Equity Academies at Skyline in question |
| C. Program Planning | 1. Promote data literacy by training and deploying data coaches.<br>2. Update Educational Master Plan | Director of Research<br>President | Spring 2021 | a. Put out call for data coaching trainers/participants<br>b. Train Chairs and other interested faculty/staff/administrators to become data coaches.<br>c. Complete process for Faculty/Staff Stipends for data coaching training<br>d. Start data coaching program<br>e. Compile information and data from other Areas of Focus to inform update to Educational Master Plan<br>f. Complete update to Educational Master Plan | a. Call issued for data coaching trainers/participants<br>b. Training program completed<br>c. Stipend process completed<br>d. Data coaching program established<br>e. Information and data compiled; implications for Educational Master Plan update identified; draft update language completed<br>f. Updated Educational Master Plan approved | Began drafting stipend announcement for faculty/staff stipends.<br><br>Data coaching postponed until Fall 2020 due to COVID<br><br>Educational Master Planning update will begin in Fall 2020 |

# 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 |
|---|---|---|---|
| B. Strategic Enrollment Management – Student Success | B.1. Tap into new student populations through outreach and other efforts | Funding for Equity Academies and conferences | $50,000 |
| | B.2. Enrollment processes & Onboarding<br>B.3. Improve retention and graduation rates through a focus on Equity | Funding for courses like those provided by CORA for 50 staff/faculty/administrators (including textbooks/materials) | $15,000 |
| A. Strategic Enrollment Management – Year of Inquiry<br>C. Program Planning | A.1. Collect and analyze data to identify and address student needs<br>A.2. Infuse research and data collection with renewed campus focus on Equity and Guided Pathways for 2020<br>C.1. Promote data literacy by training and deploying data coaches. | Funding for Faculty/Staff/Student Stipends (design teams, data coaching, online education resource development, student ambassadors, etc.) | $60,000 |
| | | | |
| A. Strategic Enrollment Management – Year of Inquiry | A.1. Collect and analyze data to identify and address student needs | Research Consultant<br>Survey Software License<br>Data Service Annual Dues/Subscription | $20,000 |
| C. Program Planning and Viability | C.1. Promote data literacy by training and deploying data coaches. | Web Content Developer,<br>Communications<br>Marketing collateral | $25,000 |
| C. Program Planning and Viability | C.2. Update Educational Master Plan | Educational Planning Consultant | $30,000 |
| **Total IEPI Resource Request (not to exceed $200,000 per college)** | | | $200,000 |

| Approval | | Collegial Consultation with the Academic Senate | |
|---|---|---|---|
| **Chief Executive Officer** | | **Academic Senate President** *(As applicable; duplicate if needed for district-level I&EP)* | |
| Name: Tim Karas | | Name: Matthew Goldstein | |
| Signature or E-signature: | Date:1/7/20 | Signature or E-signature: | Date: 1/7/20 |