

SAMPLE PERKINS IV PROGRAM IMPROVEMENT PLAN

Agency Name – Sunshine College

Program Improvement Plan for: Measure 3A1 Student Retention or Transfer

- A. Please provide any information or data that may explain why the agency did not meet the 90 percent performance level for this indicator (maximum 5000 characters or approximately 714 words).**

Response: In 2011-12 the district target was 48% and the actual performance was 41%. This represents a 7% difference. This was the second year the district performance was not within 90% of our local target. After a review of student surveys which are distributed annually, we found that a significant number of CTE students were not aware of the resources available on campus to assist when experiencing difficulty in the classroom. The College plans to revise its communication plan to ensure students are made aware of the resources available. Our local target for the 2013-14 year is the state target 56.06%.

- B. Clearly describe the agency's goal(s) for improving performance on this measure, the specific actions to be taken to meet the goal(s), and how the agency will measure whether the goal(s) have been met (maximum 5000 characters or approximately 714 words).**

Response: Our goal for the 2013-14 year is to improve the agency's performance in student retention or transfer and meet our agreed-upon target by enacting specific actions.

The specific actions to be taken include:

- *Review the previous year's strategies for improvement and determine degree of effectiveness.*
- *Provide workshops to CTE faculty on how to recognize and strategies to assist struggling students.*
- *Provide students with information on appropriate CTE/academic programs available at surrounding institutions.*
- *Bring in staff/faculty from surrounding institutions to speak with students on program opportunities available.*
- *Develop/enhance a communications plan to inform students of assistance available on campus when the student is having difficulty.*
- *Survey CTE students on improvements specific to retention/transfer they would like to see on campus.*

The agency will measure the goal by assessing whether the target has been met. The agency will further research the success, or lack thereof, of the specific actions. The agency will assess participation of CTE students in presentations from surrounding institutions,

participation of CTE faculty in workshops, the results of the survey, and whether students are aware of the information made available through the communications plan.

- C. Provide the name of the lead contact for each action item identified under response B (maximum 5000 characters or approximately 714 words).**

Response: D. Johnson will be responsible for coordination of workshops for CTE faculty. D. Johnson will be responsible for making the faculty aware of the importance of the workshop.

- D. Project a date of completion for each action item identified under response B (maximum 5000 characters or approximately 714 words).**

Response: Workshops for CTE instructors will be built into ongoing professional development activities. These workshops will take place throughout the 2013-14 year.

- E. Describe how this local program improvement plan was developed in consultation with appropriate agencies, individuals, and organizations (Perkins IV, Section 113(b)(3)) (maximum 5000 characters or approximately 714 words).**

Response: This program improvement plan was developed as a collaboration between the College's CTE faculty and staff, college advisors, and advisory committee(s) including local business representatives.

- F. Describe any disparities or gaps in the performance of different categories of students using the data provided by the Division of Career and Adult Education and how those gaps will be addressed (Perkins IV, Section 113(b)(4)) (maximum 5000 characters or approximately 714 words).**

Response: Based on information reported in the Local Level Data Reports provided by the Florida Department of Education, the following disparities were noted:

The performance of non-white female students in IT programs was low. This is due to a small overall population.

Performance of Migrant students (10%) represents a 7% difference from the College average and was the lowest performing subpopulation for this measure. This gap will be addressed by working with the College's migrant student specialist to develop a communications plan to convey to the migrant population the services that are available in order to help this population of students succeed.

Disabled Students outperformed other special populations. Staff will use techniques that have been successful with this population to improve other special population's performance.

G. Describe any budget allocations that will be utilized to support the improvement actions and identify the funding source (maximum 5000 characters or approximately 714 words).

Perkins funds will be dedicated to planned quarterly professional development for counselors on recognizing and assisting struggling students. Perkins funds will also be used to create a web page specifically for CTE students on the opportunities for transfer and further education in the local area.