



Leading for Excellence and Equity in Dual Enrollment

Participant Guide

[date]

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Welcome!

Thank you for joining us for these sessions! We appreciate you bringing your unique insights to these conversations.

Objectives

By engaging in these sessions, you will be able to:

- Explain:
 - The importance of excellence and equity in dual enrollment to the broader student success mission
 - The roles of senior leaders in achieving strategic and equitable impact through dual enrollment
 - The current state and context of dual enrollment at your college
 - How to build effective external partnerships with K-12 and other partners
- Develop a compelling vision for dual enrollment that will advance excellent and equitable student outcomes by:
 - Articulating the primary reasons dual enrollment matters for mission and business goals
 - Identifying priorities for improvement of college practice
 - Assessing reasons the strategy will appeal to internal and external stakeholders
- Develop a compelling value proposition for different audiences, including:
 - Institutional stakeholders (senior team, faculty, board, etc.)
 - Superintendents and high schools
 - Community (including families, prospective students, employers)
 - Legislators/governors

Pre-Work

- Complete the [Data Inquiry Guide](#)
- Read [The Dual Enrollment Playbook: A Guide to Equitable Acceleration for Students](#).
- Complete [The Dual Enrollment Playbook: Tool for Assessing Equitable Practices at Community Colleges](#).



Session 1

Defining Mission and Business Reasons for Dual Enrollment

Participant Guide

[date]

Session 1 Agenda

[timezone]

[date]

00:00 am/pm ET/PT	Welcome and Opening Remarks
00:00 am/pm ET/PT	The Importance of Dual Enrollment
00:00 am/pm ET/PT	Break
00:00 am/pm ET/PT	The Mission and Business Case
00:00 am/pm ET/PT	Define Mission and Business Reasons for Dual Enrollment Independent Reflection
00:00 am/pm ET/PT	Define Mission and Business Reasons for Dual Enrollment Small Group Discussions
00:00 am/pm ET/PT	Break
00:00 am/pm ET/PT	From Vision to Action: The Role of Senior Leaders
00:00 am/pm ET/PT	Understanding Your Current State of Dual Enrollment Small Group Discussions
00:00 am/pm ET/PT	Closing

The Importance of Dual Enrollment

Notes

Directions: Use the space provided to take note of potential opportunities, challenges, questions and ideas from today's session that you can use to inform next steps in your independent and group work.

OPPORTUNITIES	CHALLENGES
QUESTIONS	IDEAS

The Mission & Business Case for Dual Enrollment



Business Case

Through dual enrollment, **colleges can:**

- Increase revenue and enrollment
- Fulfill performance funding targets and K-12 accountability metrics

And the **community** can:

- Increase college attainment
- Close equity gaps in college attainment
- Meet workforce needs and expand the talent pool



Mission Case

Through dual enrollment, **colleges + K-12 partners can:**

- Provide HS students advanced curricula
- Introduce college-level expectations early
- Help students increase sense of purpose by exploring potential programs of study
- Reduce time/cost of earning a college degree
- Close equity gaps in all of the above

Notes:

Define Mission and Business Reasons for Dual Enrollment

Independent Reflection

Directions: Independently, take **15 minutes** to answer the guiding questions. We will reconvene at 00:00 am/pm ET/PT.

GUIDING QUESTIONS	RESPONSE
<p>Mission considerations: What goals should my college try to achieve for students through dual enrollment? Prompts for consideration:</p> <ul style="list-style-type: none">• Reduce college costs for students and families; reduce the time to earn a degree/credential• Increase academic rigor for high school students in preparation for college; increase the chances they will attain a degree, especially students of color and from lower-income backgrounds• Introduce high school students to college-level expectations; help them develop confidence in doing college-level work• Advance students' sense of purpose by exposing them to postsecondary fields of study• Promote upward mobility in the community by connecting high school students of color and students from lower-income backgrounds to postsecondary pathways• Grow and diversify the local talent pipeline and put students on a pathway to well-paying, in-demand jobs• Other?	

Business considerations: What goals are we trying to achieve for our institution through dual enrollment? Prompts for consideration:

- Increase revenue
- Increase number of dual-enrolled and post-high school students
- Meet K-12 state accountability metrics that reward dual enrollment participation
- Other?



MY WHY	RESPONSE
<p>What are the most compelling, mission-oriented reasons to advance excellence and equity in dual enrollment at my college and in my community?</p>	
<p>What are the most compelling business reasons to advance excellence and equity in dual enrollment at my college and in my community?</p>	

Define Mission and Business Reasons for Dual Enrollment

Small Group Discussions

<p>How can dual enrollment support a broader vision?</p> <ul style="list-style-type: none"> • Maximizing rigor and affirming aspirations for all students • Increasing the region's college-going rate • Advancing economic mobility and regional workforce development • Serving rural communities 	<p>Institutions may pursue dual enrollment in order to:</p> <ul style="list-style-type: none"> • Reduce costs for students and families and reduce the time it takes to earn a degree • Increase academic rigor in preparation for college and increasing the chances of attaining a degree, especially for low-income and students of color • Increase revenue and enrollment for community colleges 	<p>Senior leaders must be able to...</p> <ul style="list-style-type: none"> • Set the vision and help everyone in the institution understand why dual enrollment is core to the vision for student success • Articulate why dual enrollment is important to the institution's success and what the "return" could look like for the college and/or community • Align dual enrollment to existing pathways work with equity in mind • Develop an equity-minded culture by instilling high expectations for all students and committing to provide necessary support
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Directions: In small groups, discuss the guiding questions below. We will reconvene at 00:00 am/pm ET/PT.

GUIDING QUESTIONS	RESPONSE
<p>Imagine five years from now. If you have significantly expanded access to, quality of, and equity in dual enrollment, what would the implications be for students? For the college? For the community?</p>	



<p>What are the biggest changes you will need to make in your institution's approach to dual enrollment to achieve this future state? What would need to change internally? In your approach to partnerships?</p>	
<p>If you were to pursue those changes, what assets might you tap at your institution to help you (people, programs, financial resources)? What assets might you tap in the community?</p>	
<p>What resistance might you anticipate from within the institution? From the community? What ideas do you have for mitigating any resistance?</p>	



FUTURE STATE	RESPONSE
<p>List one to three internal actions you can take to begin to move your college to the future state described above.</p>	
<p>List one to three external actions you can take to advance this vision with K-12 partners and/or other members of the community.</p>	

From Vision to Action: The Role of Senior Leaders

Notes

Directions: Use the space provided to take note of potential opportunities, challenges, questions and ideas from today's session that you can use to inform next steps in your independent and group work.

OPPORTUNITIES	CHALLENGES
QUESTIONS	IDEAS

Understanding Your Current State of Dual Enrollment

Small Group Discussions

Directions: In your groups, use your assessment tool results to review the current state of dual enrollment at your college and answer the guiding questions. Then, record some action steps you will bring back to your institution. We will reconvene at 00:00 am/pm ET/PT.

GUIDING QUESTIONS	RESPONSE
<p>Consider your results from the <i>Tool for Assessing Equitable Practices at Community Colleges</i>.</p> <p>What strengths did you identify in your assessment results?</p>	
<p>How might your institution build on those strengths to move toward your future vision for dual enrollment?</p>	

What areas for improvement or opportunities for change did you identify?

How can the strategies you learned from today's presentation help address those opportunities?



ACTION STEPS	NOTES
<p>What areas for improvement or opportunities for change do you want to bring back to your institution? What are your next steps?</p>	
<p>Revisit your next steps from the prior exercise. Would you modify or reprioritize them? What are your next 1-3 steps?</p>	



Session 2

Dual Enrollment Partnerships and Action Planning

Participant Guide

[date]

Session 2 Agenda

[timezone]

[date]

00:00 am/pm ET/PT	Opening Remarks
00:00 am/pm ET/PT	Building Dual Enrollment Partnerships
00:00 am/pm ET/PT	Partnering with K-12 on Dual Enrollment—Interview
00:00 am/pm ET/PT	Break
00:00 am/pm ET/PT	Assessing Your Partnership Opportunities Independent Reflection / Discussion
00:00 am/pm ET/PT	Making the Case for Dual Enrollment
00:00 am/pm ET/PT	Making the Case for Dual Enrollment Small Group Discussions
00:00 am/pm ET/PT	Closing

Building Dual Enrollment Partnerships

Notes

Directions: Use the space provided to take notes on potential opportunities, challenges, questions and ideas from today's session that you can use to inform next steps in your independent and group work.

OPPORTUNITIES	CHALLENGES
QUESTIONS	IDEAS

Assessing Your Partnership Opportunities

Reflection Questions

Directions: Reflect on your existing partnerships either individually or with your college teams. We will reconvene at 00:00 am/pm ET/PT.

GUIDING QUESTIONS	REFLECTIONS
<p>Based on your assessment results and the vision for dual enrollment you described in the previous session, who do you need to partner with externally to improve dual enrollment success and equity?</p> <p>Consider both existing and potential future partners. Start with K-12 and consider which additional stakeholder groups are critical (i.e. students, families, faculty, staff, community, legislature).</p>	
<p>Who is currently responsible for these partnerships?</p> <p>Do they have the right charge? Enough time/resources?</p>	



<p>Is there alignment in purpose and vision between your institution and these partners?</p> <p>How do you know? What might be done to advance that alignment?</p>	
<p>Are other internal or external stakeholders critical to consider given the context of dual enrollment at your institution?</p>	

Making the Case for Dual Enrollment

Notes

Directions: Use the space provided to take notes on potential opportunities, challenges, questions and ideas from today's session that you can use to inform next steps in your independent and group work.

OPPORTUNITIES	CHALLENGES
QUESTIONS	IDEAS

Making the Case for Dual Enrollment

Small Group Discussion

Directions: In small groups, work together to discuss how you would make a value proposition to a key partner in the dual enrollment ecosystem. You will have the opportunity to discuss two partner audiences of your choice. Use the space below to take notes during your discussions. We will reconvene at 00:00 am/pm ET/PT.

Group 1:

Audience: _____

WHAT DOES THIS AUDIENCE CARE ABOUT?	WHAT DO YOU WANT THE AUDIENCE TO DO?
WHAT DATA ARE IMPORTANT TO SHARE WITH THE AUDIENCE?	WHAT CHALLENGES DO YOU ANTICIPATE?

Group 2:

Audience: _____

WHAT DOES THIS AUDIENCE CARE ABOUT?	WHAT DO YOU WANT THE AUDIENCE TO DO?
WHAT DATA ARE IMPORTANT TO SHARE WITH THE AUDIENCE?	WHAT CHALLENGES DO YOU ANTICIPATE?

Directions: Take **10 minutes** to individually reflect on the following questions.

ACTION PLANNING	RESPONSE
How does this activity inform your next steps?	
Who will you talk to next as a result of this activity?	

Action Item Checklist

Review your notes from the session and capture any action items you plan to pursue to improve dual enrollment at your institution. To start you off, we've included one recommended post-work item.

	Stakeholders	Priority	Due Date	Notes
<input type="checkbox"/> Complete Dual Enrollment Playbook "Guide to Getting Started"				Complete <i>The Dual Enrollment Playbook: A Guide to Getting Started for Institutional Leaders</i> . It can be found on Aspen's website .
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				