**ACADEMIC SENATE of BAKERSFIELD COLLEGE**

**February 5, 2020**

**Levan Center-3:30 p.m.**

APPROVED MINUTES

**MEMBERS:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| President | Steven Holmes | Present | Behavioral Sc./CJ | Karimeh Amin | Absent |
| Vice President | Victor Diaz | Present | Biology | Ashley Choate | Present |
| Secretary | Matt Garrett | Present | Business Mgmt.&Tech. | Phil Whitney | Present |
| Treasurer | Charles Kim | Present | Communication | Angela Bono | Present |
| ASCCC Rep | Lisa Harding | Present | Engineering Systems | Maryam Jalaifarahani | Absent |
| Member-Large | John Giertz | Absent | English | Anthony Huffaker | Absent |
| AIQ Chair | Grace Commiso | Present | English | Paula Parks | Present |
| ACOMM Chair | Brent Wilson | Present | Education | Michelle Hart | Proxy |
| BADV Chair | Michael McNellis | Absent | EMLS | Jeannie Parent | Absent |
| BCOMM Chair | Teresa McAllister | Present | FACE | Melissa Ysais | Present |
| CCOMM Chair | Jennifer Johnson | Present | Foreign Lang/ASL | Qui Jimenez | Present |
| CCOMM Chair | Erica Menchaca | Present | Health/PE | Carl Dean | Present |
| EMC Chair | Krista Moreland | Present | Industrial Tech | Ron Grays | Absent |
| EODAC Chair | Bryan Hirayama | Absent | Library/Academic Tech. | Faith Bradham | Present |
| EQ Chair | Michael Ivey | Present | Math | Kris Toler | Absent |
| FSC Chair | Pam Kelley | Absent | Math | Dillon Giblin | Present |
| ISIT Chair | Pam Boyles | Absent | Nursing | VACANCY |  |
| PDC Chair | Matt Jones | Absent | Nursing | Malissa Buggs | Absent |
| PRC Chair | Kim Nickell | Absent | Performing Arts | Robby Martinez | Absent |
| SC Chair | Rebecca Monks | Absent | Philosophy | Reggie Williams | Present |
| SGA Officer | Connor Harris | Present | Physical Science | Nick Strobel | Present |
| Adjunct Rep | Glen Samples | Absent | Physical Science | Wade Ellis | Present |
| Agriculture | Heather Baltis | Present | Social Science | Alan Bolar | Absent |
| Allied Health | Heather Shaftstall | Present | Social Science | Olivia Garcia | Absent |
| Art | Jeff Huston | Present | Student Services | Kerri Kennedy | Absent |
| Behavioral Sc/CJ | VACANCY |  | Student Services | Sarah Villasenor | Present |

**CALL TO ORDER**

The meeting was called to order at 3:34p.m.; Quorum was met.

**GOOD, WELFARE AND CONCERNS**

Garrett shared good & welfare items that occurred over the winter break.

Holmes informed the Senate that E-Board had a discussion regarding the practice of sending condolences and if that should be changed; however, it was determined to continue the historical practice.

**OPPORTUNITY TO ADDRESS THE SENATE**

There were no requests to address the Senate.

**ADDITIONS TO THE AGENDA**

*Additions to the agenda, which do not come to the attention of the Senate until after the agenda is posted require a 2/3 vote of members present.*

* Nursing Senator Representative

***M. Garrett motioned to add to the agenda: Noelia Citian, Nursing Senator Representative (to complete the Spring 2020 term), F. Bradham seconded; Motion passed unanimously.***

**CONSENT ITEMS** *(passed by general consent)*

November 6, 2019- ***ACTION***

***M. Garrett motioned to approve the minutes, M. Ysais seconded; motion passed unanimously.***

November 20, 2019- ***ACTION***

***F. Bradham motioned to approve the minutes as corrected, M. Garrett seconded; motion passed unanimously.***

Standing Committee Appointments

|  |
| --- |
| **Student Conduct & Complaint Hearing Ad Hoc Committee** |
| Manuel Fernandez (Engineering & Industrial Tech) |

*Approved by Executive Board 1/29/2020*

*To be reviewed/approved by Senate 2/5/2020*

|  |
| --- |
| **Scholarship Committee** |
| Johnathan Brown (Math) |
| Metin Eroglu (Math) |
| Denise Mitchell (English) |
| Li Kang Liu (Math) |
| Wade Ellis (Physical Science) |
| Naomi Rutuku (English) |
| Laura Peet (English) |
| Paul Beckworth (Social Science) |
| Andrew Bond (English) |
| Nancy Mai (Nursing) |
| Savanna Andrasian (English) |
| Travis Steele (Engineering & Industrial Tech) |
| David Rohac (Behavioral Science) |
| Leah Elliot (Nursing) |

*Approved by Executive Board 1/29/2020*

*To be reviewed/approved by Senate 2/5/2020*

*Visit the* [*Academic Senate Committee website*](https://committees.kccd.edu/bc/committee/senate) *to view the full committee list.*

***M. Garrett motioned to approve the appointments, W. Willis seconded; motion passed unanimously.***

Screening Committee Appointments

There were no appointments to review.

Charges

There were no charges to review.

**UNFINISHED BUSINESS**

1. No items to review

**NEW BUSINESS**

1. No items to review

**REPORTS**

President’s Report

BC President/AS President:

*Grade Change*-Administration is adopting a new policy that will require the chair and dean to sign off some grade changes:

* F grade to never attended/no grade
* W grade to never attended/no grade
* RD (report delay) to any grade (RD is caused by failing to enter a grade)
* Drop to never attended
* Possibly eliminate the requirement that students making a third attempt on a course wait to register until two weeks after open registration

*Faculty/Staff Dining Room-*Admin has located a temporary staff lunch room in Levinson Hall 40.

*Teacher’s Seminar*-Jennifer Johnson and Nick Strobel are organizing the return of the “Great Teachers Seminar” to instill best practices and build comradery, beginning next semester.

*Ombudsmen*-Admin is exploring the creation of an ombudsmen office to help settle future campus disputes.

District Consultation Council (DCC):

*Website:* [*https://committees.kccd.edu/committee/district-consultation-council*](https://committees.kccd.edu/committee/district-consultation-council)

Holmes expressed concern about the Chancellor’s autocratic behaviors by attempting to diminish the college presidents’ authority, student voting rights, and limiting committee discussion/input, etc.

College Council (CC)-No update

*Website:* [*https://committees.kccd.edu/bc/committee/collegecouncil*](https://committees.kccd.edu/bc/committee/collegecouncil)

Board of Trustees (BOT):

*Website:* [*https://www.kccd.edu/board-trustees/meetings*](https://www.kccd.edu/board-trustees/meetings)

Holmes reminded the March 12th meeting will be held on the BC campus.

District-wide Budget Committee (DWBC)-No update

**COMMITTEE REPORTS**

AIQ(Commiso)

W*ebsite:* [*https://committees.kccd.edu/bc/committee/accreditation*](https://committees.kccd.edu/bc/committee/accreditation)

No report

ACOMM (Wilson)-*report submitted as written*

*Website:* [*https://committees.kccd.edu/bc/committee/assessment*](https://committees.kccd.edu/bc/committee/assessment)

*Assessment Committee Report 2/5/20*

# *Training*

* *17 SLO assessment drop‐in sessions during weeks 13, 15, and 16 of fall semester*
  + *Equivalent to 47 hours of availability with 20 faculty attending*
* *Two SLO assessment drop‐in sessions during spring flex week (1/13, 1/15)*
* *One workshop (1/13) during spring flex week on syncing assessments between Canvas and eLumen*
* *One briefing (1/23) for President Christian on assessment processes*
* *One workshop (1/27) during Communication department meeting on reviewing SLO data in eLumen*

# *Accomplishments*

* *Assessment Committee voted and approved a sub‐team on 1/31 to conduct ILO study work*
* *Feedback for Program Review Assessment Reports have been generated by AC Members*
  + *Overview report is attached*
* *SLO/PLO review in eLumen (as of 2/3):*
  + *264 courses and 19 programs reviewed by AC Members*

# *In Progress*

* *2019‐20 assessment plans are being updated and posted to AC website*
  + *Status: 47 / 78 = 60% updated and posted to website*
* *Development and planning of ILO study for Spring 2020*
* *Re‐map learning outcomes (SLO‐PLO, SLO‐ILO, SLO‐GELO) for courses/programs revised effective Summer 2019*

# *Future Work*

* *Closing of the loop by providing feedback to programs who submitted Assessment Report in Program Review*
* *Implement SLO‐ILO and AUO‐ILO integration with Dean Waller*

# *Assessment Committee Goals for 2019‐2020*

*Goal 1: Provide the knowledge and training necessary to create, regularly assess, and report student learning outcomes (SLOs & PLOs).*

* + *Linked to ACCJC I.B.1, I.B.2, I.B.5, I.B.8, II.A.1*
  + *Linked to BC Strategic Goals 1.8*

*Goal 2: Supports collecting and reviewing of assessment data and facilitates organizing processes to support student learning.*

* + *Linked to ACCJC I.B.4, I.B.5, I.B.8, II.A.3*
  + *Linked to BC Strategic Goals 1.8*

***2019‐2020 Program Review Assessment Report***

*(Based on data results from 2018‐2019) Item Analysis of Assessment Committee Feedback (N=54)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Plan* | *Assess* | *Reflect* | *Refine\** | *Dialogue* |
| *Meets Expectations* | *38* | *38* | *30* | *N/A* | *47* |
| *% Meets Expectations* | *70.4%* | *70.4%* | *55.6%* | *N/A* | *87.0%* |

*\*Question left out of Program Review; unable to evaluate*

# *Insights*

* + - *Identified need for investigation of prerequisites and duplicate course content*
    - *Identified areas where students lacked understanding of particular concepts within a course*
    - *Identified the assessment tool may not have been a good measure of the learning outcome*
    - *Identified that a majority of students are meeting or exceeding expectations in many programs*

# *Challenges*

* + - *Insufficient data entered into eLumen to assess the program*
    - *Lack of wider faculty participation in completion of assessment data and discussion for reporting*
    - *Difficulty incorporating adjunct faculty into the assessment process*
    - *Lack of a standardized assessment tool across multiple sections of a course*
    - *Limited resources to improve outcomes in some programs*

# *Best Practices:*

* + - *A variety of courses within a program are assessed on a regular basis*
    - *Assessment tools are normed across sections of a course*
    - *Conversations regarding assessment are ongoing and inclusive of all faculty, including adjuncts*
    - *Programs included feedback from outside sources such as advisory board members*

# *Assessment Committee Considerations for Change*

* + - *Include more detailed instructions within the Program Review Assessment Report prompt*
    - *Discussion needed regarding individualized reporting for certificates and degrees*
    - *Consider workshops/tutorials for department meetings to discuss Program Review assessment narratives*
    - *Provision of feedback to faculty that did not submit Assessment Report*

BADV (McNellis)

*Website:* [*https://committees.kccd.edu/committee/bookstore-advisory-committee*](https://committees.kccd.edu/committee/bookstore-advisory-committee)

No report

BCOMM (McAllister)-*report submitted as written*

*Website:* [*https://committees.kccd.edu/bc/committee/budget*](https://committees.kccd.edu/bc/committee/budget)

*Budget Committee, Academic Senate Report*

*Prepared by Teresa McAllister, Faculty Chair February 5, 2020*

*The Budget Committee held its first meeting of the Spring semester on Monday, January 27, from 4:00 to 5:00 p.m. in A5. During the school year, we meet on the fourth Monday of each month. The Budget Committee's charge reads:*

*The Bakersfield College Budget Committee is a governance committee that supports the college mission, goals, and values through comprehensive evaluation of data relevant to the college annual planning process for resource allocation.*

### *Overview of the Joint Analysis of the Governor's 2020-21 Proposed Budget*

*On January 14, the CCCCO Finance and Facilities Division released a PDF and PowerPoint summary of the Governor's 2020-21 Proposed Budget. VP Mike Giacomini gave an overview of the proposed budget. Some excerpts are attached to this report. To access the full documents, visit the Budget Committee webpage. Our January 27th meeting agenda includes a link to the CCCCO's Budget News page where you can find the documents.*

*Californians will vote on Proposition 13, School and College Facilities Bond, on March 3 If the measure is approved, CCC will receive $2 billion of $15 billion in total.*

### *2nd Budget Analyst Added*

*Crystal Rios joins the BC Budget office team as a Budget Analyst.*

### *Delano and PC Discussion*

*VP Mike Giacomini shared that KCCD Board President brought up moving the Delano campus under the umbrella of Porterville College. Our Committee briefly discussed the reasoning given by the Board President for suggesting the transfer and the strengths BC offers. The BC Budget office has begun gathering related data.*

### *Districtwide Budget Meeting Report by Steven Holmes*

*Steven Holmes reported about the forming of sub-committees to look more deeply into the different components to be considered as the District looks to revise the current budget allocation model. BC representatives serve on each of the sub-committees.*

### *Grant Funding Listing*

*The BC Budget office will provide a list to the Budget Committee of current existing grants. The Committee will continue to discuss grant funding transparency at our next meeting.*

*Next Meeting*

*Monday, February 24 in A5*

Appendix C: Planning Factors

Budget Planning and Forecasting

Based on the information Finance used in developing the Governor’s budget proposal, it would be reasonable for districts to plan their budgets using information shown in the table below.

## Table C-1: Planning Factors for Proposed 2020-21 Budget

|  |  |  |  |
| --- | --- | --- | --- |
| **Factor** | **2018-19** | **2019-20** | **2020-21** |
| Cost-of-living adjustment (COLA) | 2.71% | 3.26% | 2.29% |
| State Lottery funding per FTES | $204.00 | $218.91 | $219.42 |
| Mandates Block Grant funding per FTES | 29.21 | 30.16 | 30.85 |
| RSI reimbursement per hour | 6.26 | 6.45 | 6.59 |
| Financial aid administration per College Promise Grant | 0.91 | 0.91 | 0.91 |
| **Employer pension contribution rates** |  |  |  |
| Public Employees' Retirement System (CalPERS) | 18.06% | 19.7% | 22.8% |
| State Teachers' Retirement System (CalSTRS) | 16.3% | 17.10% | 18.40% |

We are not aware of any other changes in allocation methods or match requirements for local support programs, other than the funding formula adjustments described above.

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## Table 3: CCC Funding by Programa (In Millions)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Program** | **2019-20**  **Revised** | **2020-21**  **Proposed** | **Change Amount** | **Change Percent** | **Explanation of change** |
| Student Centered Funding Formula | $7,430 | $7,631 | $ 201 | 2.70% | COLA, enrollment growth, minimum revenue provision |
| Student Equity and  Achievement Program | 475 | 459 | -17 | -3.50% | Shift program set-aside to System Support Program |
| CCC Strong Workforce Program | 248 | 236 | -12 | -5.00% | Shift program set-aside to System Support Program |
| Student Success Completion Grant | 150 | 141 | -9 | -6.23% | Adjust for revised estimates of recipients |
| Adult Education Program - CCC Districtsb | 63 | 64 | 1 | 2.29% | COLA |
| Disabled Students Programs and Services (DSPS) | 124 | 127 | 3 | 2.29% | COLA |
| CCC System Support Program | - | 125 | 125 | - | Consolidate set-aside and infrastructure funds from multiple programs |
| Extended Opportunity Programs and Services (EOPS) | 116 | 119 | 3 | 2.29% | COLA |
| California College Promise (AB 19) | 85 | 84 | -1 | -1.72% | Adjust for revised estimates of first-time, full-time students |
| Apprenticeship (CCC districts) | 44 | 72 | 29 | 65.68% | COLA, expand CAI, support projected increase in RSI hours |
| Financial aid administration | 76 | 69 | -7 | -9.09% | Adjust for revised estimates of fee waivers, shift statewide  media campaign to System Support Program |
| Full-time faculty hiring | 50 | 50 | 0 | 0.0% |  |
| CalWORKs student services | 47 | 48 | 1 | 2.29% | COLA |
| Mandates Block Grant and reimbursements | 34 | 35 | 1 | 2.32% | COLA, revised enrollment estimates |

http[s://www.cccco.edu/-/media/CCCCO-Website/College-Finance-and-Facilities/Budget-News/2020-21-Governors-Budget-Final-](http://www.cccco.edu/-/media/CCCCO-Website/College-Finance-and-Facilities/Budget-News/2020-21-Governors-Budget-Final-) Versions/revisedjointanalysisof202021governorsbudgetfinalversiona11yADA.ashx? la=en&hash=B59DE1C4CCF4E855082B5D9FB9EB2FD6EAB844BD

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Part-time faculty compensation | 25 | 25 | 0 | 0.00% |  |
| Economic and Workforce  Development | 23 | 23 | 0 | 0.00% |  |
| California Online  Community College | 20 | 20 | 0 | 0.00% |  |
| Part-time faculty office hours | 12 | 22 | 10 | 82.16% | Add one-time funding |
| NextUp (foster youth program) | 20 | 19 | -1 | -3.75% | Shift program set-aside to System Support Program |
| Deferred maintenance and instructional  equipment (one-time) | 13 | 17 | 4 | 27.87% | Add one-time funding, includes reappropriated funds |
| Cooperative Agencies Resources for  Education (CARE) | 17 | 17 | 0 | 2.29% | COLA |
| Lease revenue bond payments | 16 | 13 | -4 | 21.62% | Adjust for actual obligations |
| Nursing grants | 13 | 13 | 0 | 0.0% |  |
| District food pantries | - | 11 | 11 | - | Add new, ongoing program |
| Immigrant legal services through DSS | - | 10 | 10 | - | Make funding ongoing |
| Veterans Resource Centers | 10 | 10 | 0 | 0.00% |  |
| Student Housing Program | 9 | 9 | 0 | 0.00% |  |
| Dreamer Resource Liaisons | - | 6 | 6 | - | Add new, ongoing program per Assembly Bill 1645 of 2019  (Blanca Rubio) |
| Foster Parent  Education Program | 6 | 6 | 0 | 0.00% |  |
| Instructional materials for dual enrollment students | - | 5 | 5 | - | Add new, ongoing program |

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|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Equal Employment Opportunity Program | 3 | 4 | 1 | 51.90% | Add available EEO fund resources |
| Childcare tax bailout | 4 | 4 | 0 | 2.29% | COLA |
| Otherc | 4 | 3 | -1 | -19.81% | Shift Transfer Education and Articulation funds to System Support Program |
| Umoja | 3 | 3 | 0 | 0.00% |  |
| Mathematics,  Engineering, Science Achievement (MESA) | 3 | 3 | 0 | 0.00% |  |
| Puente Project | 2 | 2 | 0 | 0.00% |  |
| Middle College High School Program | 2 | 2 | 0 | 0.00% |  |
| Online education initiative | 23 | 13 | -10 | -43.48% | Shift statewide infrastructure to System Support Program; add one-time investment for ZTC  degree programs ($10) |
| Integrated technology | 42 | - | -42 | -100.00% | Shift statewide infrastructure to System Support Program |
| Institutional effectiveness initiative | 28 | - | -28 | -100.00% | Shift statewide technical assistance to System Support Program |
| One-time program fundingd | 9 | 35 | 26 | 272.34% | Removes one-time funds, adds funds for work-based learning ($20), faculty fellowship ($15) |
| College-specific allocations | 11 | - | -11 | -100.00% | Remove one-time funding |
| K-12 pass-throughs (adult ed, K-12 apprenticeship,  workforce) | 608 | 638 | 30 | 3.97% | Remove one-time funding, COLA |
| **Totals** | **$9,940** | **$10,261** | **$321** | **3.2%** |  |

*a* Table reflects total programmatic funding for CCC, including amounts from prior years available for use in the years displayed.

*b* Amounts represent share received by CCC districts. For the overall adult education program, $423 million (76.7%) is distributed through school district fiscal agents or funded directly to school districts and K-12 agencies, and

$128 million (23.3%) is distributed by community college district fiscal agents or funded directly to community college districts.

*c* Other programs include Academic Senate, transfer, FCMAT, and part-time faculty health insurance.

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# Appendix B: Board of Governors' Budget and Legislative Request Compared to Governor’s Budget Proposal

|  |  |
| --- | --- |
| **Board of Governors’ Request** | **Governor's January Budget Proposal** |
| **Foundational Resources** | |
| $328 million to meet districts' current obligations and provide cost adjustments | Provides $199.1 million for COLA and growth; $48.2 million (of which $20.4 million is one-time) to support projected increases in apprenticeship instructional hours |
| $100 million one-time support toward pension contributions | --- |
| $650 million from Proposition 51 bond funding for Board of Governors' Capital Outlay Program (25 new and 39 continuing projects) | Authorizes $27.6 million for 24 new projects; construction funding for continuing projects will be considered in spring |
| **Focus on College Affordability** | |
| $251 million for financial aid reform | No reform proposal; administration will review forthcoming work group report on how state’s aid programs could better serve student needs; provides $5 million to Student Aid  Comm. for work group and outreach on student loan debt |
| $10 million for textbook affordability | Provides $10 million one-time to expand zero textbook cost  degree pathways |
| $350,000 for annual survey of students' basic needs | --- |
| **Focus on Faculty and Staff** | |
| $76 million to implement Faculty and Staff Diversity Task  Force recommendations | Provides $15 million one-time to pilot faculty fellowship  program |
| $15 million for professional development to improve teaching  and student support | --- |
| $10 million for part-time faculty support | $10 million one-time for part-time faculty office hours |
| **Targeted Resources to Address Student Needs** | |
| $20 million to augment the Student Equity and Achievement Program | --- |
| $10 million to expand mental health services | --- |
| $10 million to expand educational program for incarcerated  students | --- |
| $20 million one-time to expand work-based learning (WBL) within Guided Pathways (2019-20 Board of Governors Request) | Provides $20 million one-time for grants to expand WBL  models and programs, including working with faculty and  employers to incorporate WBL into curriculum |
| --- | Provides additional $15 million ongoing to expand California  Apprenticeship Initiative |
| --- | Adds $10 million ongoing to continue legal aid services for immigrant students, faculty, and staff |
| $2.9 million for Dreamer Resource Liaisons (not in Board’s request, but CCC funding need identified through bill analysis  and comment process) | Adds $5.8 million ongoing for Dreamer Resource Liaisons consistent with AB 1645 (2019) |
| --- | Adds $5 million ongoing to fund instructional materials for dual enrollment high school students participating in College  and Career Access Pathways (CCAP) Partnerships |
| **Expansion of State Supports to Serve System Needs** | |
| Legislation to establish a System of Support for CCC | Legislation to consolidate support services as requested |
| $945,000 and 6 positions to expand Chancellor’s Office Research and Planning Unit | --- |
| $6.2 million and 2 positions to establish Chancellor’s Office  Housing Unit | No proposal, however, budget includes $11.4 million in new,  ongoing support for districts' food pantry services |
| $200,000 and 2 positions to establish Chancellor’s Office  Energy and Environmental Sustainability Unit | --- |
| $4 million for CCC library services platform | --- |
| $2.5 million for systemwide awareness and outreach | --- |
| $2.3 million in core support and 13 positions for Chancellor’s Office operations | Provides $166,000 for one position for Chancellor’s Office accounting operations |

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<http://bit.ly/Budget2020-21PDF>

CCOMM(Johnson/Menchaca)

*Website:* [*https://committees.kccd.edu/bc/committee/curriculum*](https://committees.kccd.edu/bc/committee/curriculum)

No report

EMC (Moreland)

*Website:* [*https://committees.kccd.edu/bc/committee/enrollment*](https://committees.kccd.edu/bc/committee/enrollment)

Moreland announced an open forum to foster discussion about enrollment management concerns, details TBD.

The Senate discussed the strange rise in enrolment and drop in courses

* Oversaturation
* Redistribution to SW campus, dual enrollment, inmate education
* Effects of adopting AB 705

EODAC (Hirayama)

*Website:* [*https://committees.kccd.edu/bc/committee/eodac*](https://committees.kccd.edu/bc/committee/eodac)

No report

ISIT (Boyles)

*Website:* [*https://committees.kccd.edu/bc/committee/isit*](https://committees.kccd.edu/bc/committee/isit)

No report

PDC (Jones)

*Website:* [*https://committees.kccd.edu/bc/committee/pdc*](https://committees.kccd.edu/bc/committee/pdc)

No report

PRC (Nickell)- *report submitted as written*

*Website:* [*https://committees.kccd.edu/bc/committee/programreview*](https://committees.kccd.edu/bc/committee/programreview)

***Program Review Report to Academic Senate***

***February 5, 2020***

*Kim Nickell, Faculty Co-chair*

***Charge***

*In support of the College's mission, the Program Review Committee (PRC) facilitates an annual, systematic self-assessment of institutional effectiveness and future planning for instructional, student services, administrative, and operational areas. PRC provides training, feedback, commendations, and recommendations related to the program review process. The committee contributes to "Closing of the Loop" by disseminating resource allocation requests to responsible committees and by improving our own processes. The committee reports monthly to Academic Senate and annually to College Council and Administrative Council at their last meetings of the calendar year.*

***2019-20 Goals***

* *Create an annual update that is relevant to hybrid programs that encompass both instructional and non-instructional elements*
* *Include Program Mapper in the Program Review process.*
* *Refine the eLumen Program Review*
* *Comprehensive Program Review in eLumen*

***Work for fall 2019:***

* *Next meeting 2/04/2020. PRC has not met as of the writing of this report. But we will be discussing the work that needs to be done to get the 2020-21 cycle out by the end of April 2020.*
* *The PRC web page has been updated with the documents from the 2018-19 cycle.*
* *The PRC is working toward making all eLumen reports for the 2019-20 cycle accessible and posted on the PRC web page.*

*See the* [*Program Review web page*](https://committees.kccd.edu/bc/committee/programreview) *for important information regarding the PR process, including supporting documents and representatives on the committee. If your area has no representation on the committee, please consider joining us.*

**OFFICER REPORTS**

Vice President (Diaz)

No report

Treasurer (Kim)

No report

Secretary (Garrett)

Meeting summary emailed to faculty following the meeting.

ASCCC Rep (Harding)

ASCCC Fall 2019 Plenary Update

CCA (Boyles)

No report

BCSGA (Daniel/Harris)

*Student Event’s Calendar:* [*https://www.bakersfieldcollege.edu/studentevents*](https://www.bakersfieldcollege.edu/studentevents)

Elections will be held on March 30th.

**ANNOUNCEMENTS**

None

**ADJOURNMENT**

The meeting was adjourned at 4:56 p.m.

Meeting minutes recorded by T. Perry