

**BAKERSFIELD COLLEGE  
PROGRAM TEMPLATE**

**PROGRAM PLANNING SUMMARY**

**GENERAL PROGRAM INFORMATION**

**Justification for proposed program**

The Intersegmental General Education Transfer Curriculum (IGETC) Certificate of Achievement will allow students to certify their general education coursework through Bakersfield College. This will help to ensure a seamless process for students transferring to a UC campus.

**Need**

Bakersfield College has a large number of students that transfer upon completion of their general education requirements, and additional transfer coursework, without a degree or certificate. This certificate will allow students to certify their general education coursework through Bakersfield College. This will help to ensure a seamless process for students transferring to a UC campus.

1. Program Award: Choose one
  - Certificate of Achievement (12+ units)
2. Program Title: Intersegmental General Education Transfer (IGETC) General Education Certificate of Achievement
3. Program Goal: choose one
  - Transfer
4. Program TOP Code: 4901.10
5. Units for Degree Major or area of emphasis

Total units in Major or area of emphasis(minimum): 37

Total units in Major or area of emphasis(maximum): 39

Total Certificate Units (minimum): 37

Total Certificate Units (maximum): 39

6. Total Unit for Degree
  - Total units for Degree(minimum):
  - Total units for Degree (maximum):
  - Have you included courses which are pending C-ID approval?
  - If yes, list them

7. Projected Annual Completers 50

**Adequacy of Resources**

8. Estimated FTE Faculty Workload (use the formula for calculating FTE) 0
9. Number of New Faculty Positions /Availability of qualified faculty 0
10. Net labor Market Demand 0
11. Est. Cost, New Equipment 0
12. New/Remodeled Facilities 0
13. Est. Cost, Library Acquisitions 0
14. First program review date. October 2020
  - A future date (month /year) is listed. For CTE programs, program review date must occur within 2 years of approval.
15. Distance Education: What percent of the Program will be offered as Distance Education? 50-99%
16. Gainful employment: (yes/no): Indicate if the program meets U.S. Department of Education gainful employment criteria. Obtain this information from the Financial Aid Office. no

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**PROGRAM NARRATIVE**

**Item 1. Statement of Program Goals and Objectives**

**Program Student Learning Outcomes:**

Upon completion of the {insert program name}, the student will:

*List PLO's here*

- Demonstrate effective oral and written communication skills.
- Apply mathematical concepts and quantitative reasoning.
- Explain the values of a culture as expressed through art, literature, language and philosophical viewpoints.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.
- Apply new and accepted ideas about the physical and biological sciences using testable methodology.

**Student Selection and Fees:**

*If applicable, list any fees a student will incur outside of enrollment e.g. back ground check, etc.*

No

**Item 2. Catalog Description**

**Program Description:**

*This will be the program description as you want it to appear in the College Catalog. For current programs, if there are no changes, this must match exactly*

The Intersegmental General Education Transfer Curriculum (IGETC) Certificate of Achievement is designed for students planning to transfer to a University of California (UC) campus. Completion of this certificate ensures that the student has met the lower division general education requirements for most UC campuses.

**Program Student Learning Outcomes: (repeat PLO's here)**

Upon completion of the {insert program name}, the student will:

- Demonstrate effective oral and written communication skills.
- Apply mathematical concepts and quantitative reasoning.
- Explain the values of a culture as expressed through art, literature, language and philosophical viewpoints.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.
- Apply new and accepted ideas about the physical and biological sciences using testable methodology.

**A minimum of 37 units from the following:**

Students must complete a minimum of 37 units to satisfy the Intersegmental General Education Transfer Curriculum (IGETC) requirements. See the IGET pattern listed in the Bakersfield College (BC) catalog or consult with a BC counselor.

**Item 3. Program Requirements and Course Sequence**

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**Requirements:**

Students must complete the courses listed below for the Intersegmental General Education Transfer Curriculum (IGETC) Certificate of Achievement. Students must also obtain a minimum grade point average of 2.0 with a grade of C or higher in all courses required for the certificate.

**A minimum of 37 units from the following:**

Students must complete a minimum of 37 units to satisfy the Intersegmental General Education Transfer Curriculum (UC) requirements. See the IGETC requirements in the Bakersfield College (BC) catalog or consult with a BC counselor.

**Program Pre-requisites:** *List pre-requisites here in a table format.*

None

**Program Course Sequence:** *List the program courses along with the GE and pre-requisite courses. This will match your program student education plan (SEP). The first line is an example.*

AREA 1: English Communication - One course from each group. UCs only require Group A and B

- 1A: ENGL B1a
- 1B: ENGL B2, B3 PHIL B9
- 1C: COMM B1, B4, B8

AREA 2: Mathematical Concepts and Quantitative Reasoning (3 units)

MATH B1a, B1b, B2, B6a, B6b, B6c, B6d, B6e, B22, B23 PSYC B5

AREA 3: Arts and Humanities (9 units) - At least one course from the Arts and one course from the Humanities

- 3A: ART B1, B2, B4, B35, B36, B37 MUSC B2, B4a, B4b, B21a, B21b, B22, B23, B27 THEA B12a, B20, B31, B32
- 3B: ASL B2, B3 ENGL B1b, B5a, B5b, B10, B20a, B21, B24, B27, B28, B30a, B30b, B33 HIST B1, B2, B4a, B4b, B15, B17a, B17b, B18, B20a, B20b, B25, B30a, B30b, B33, B36 JAPN B2 MUSC B24 PHIL B6a, B10, B18, B37 SPAN B3, B4

AREA 4: Social and Behavioral Sciences (9 units) - Take three courses from at least two disciplines.

ADMJ B40 ANTH B2, B3, B5 CHDV B21 COMM B6 ECON B1, B2 GEOG B2, B5 HIST B1, B2, B4a, B4b, B15, B17a, B17b, B18, B20a, B20b, B25, B30a, B30b, B33, B36 JRNL B1 POLS B1, B2, B3, B16 PSYC B1a, B6, B20, B33, B40 SOCI B1, B2, B20, B28, B36, B45

AREA 5: Physical and Biological Sciences (7-9 units) - At least one Physical Science and one Life Science. One laboratory activity is required.

- 5A: ASTR B1, B2, B3 CHEM B1a, B2a, B11, B18 ERSC B10 GEOG B1, B3 GEOL B10, B11 PHYS B2a, B4a
- 5B: ANTH B1 BIOL B3a, B3b, B11, B16, B32, B33 CRPS B5 PSYC B1b
- 5C: ERSC B10L GEOG B1L GEOL B10L, B11L or one underlined lab course from Group 5A or 5B.

**Semester One** *(total units for this semester -it may be a range)\**

Requirements	Dept. Name/#	Name	Units	CSU-GE	IGETC	Local GE	Sequence

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**Semester Two** (total units for this semester -it may be a range)\*

Requirements	Dept. Name/#	Name	Units	CSU-GE	IGETC	Local GE	Sequence

**Semester Three** (total units for this semester -it may be a range)\*

Requirements	Dept. Name/#	Name	Units	CSU-GE	IGETC	Local GE	Sequence

**Semester Four** (total units for this semester -it may be a range)\*

Requirements	Dept. Name/#	Name	Units	CSU-GE	IGETC	Local GE	Sequence

\*It is recommended that students complete additional GE units prior to entering the program if they choose not to take more than 15 units per semester.

<b>Required Major Courses</b>	_____ units
<b>Required Completion of CSU breadth</b>	_____ units
<b>Required IGETC</b>	<b>37 – 39 units</b>
<b>Double Counted Units</b>	_____ units
<b>Local General Education_</b>	_____ units
<b>Electives</b>	_____ units
<b>TOTAL</b>	<b>37 – 39 units</b>

*These totals may be a range*

**Proposed Sequence:** *This is an additional picture of the sequencing. The totals may be a range and should include GE.*

Year 1, Fall = 10  
 Year 1, Spring = 9  
 Year 2, Fall = 9

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Year 2, Spring = 9

**TOTAL UNITS: 37 – 39 units** (needs to match total units above)

**For an ADT:** Complete the ADT template. The template information needs to match the information above. To ensure accuracy, contact the Articulation Officer (Mark Osea - [mark.osea@bakersfieldcollege.edu](mailto:mark.osea@bakersfieldcollege.edu) or Marisa Marquez- [marimarq@bakersfieldcollege.edu](mailto:marimarq@bakersfieldcollege.edu))

### **Item 4. Master Planning**

#### **Program purpose/relevancy for the region:**

*Discuss how the program support the mission of Bakersfield College. Include labor market data and any supporting information that supports workforce demands. Career options for students with this degree should be included.*

The Intersegmental General Education Transfer Curriculum Certificate of Achievement meets the mission of the college by validating students' knowledge and skills to think critically, communicate effectively, and to engage productively in their communities through certification of their general education coursework in preparation for transfer.

### **Item 5. Enrollment and Completer Projections**

*Identify the projected number of students who will complete the program. Discuss the proposed scheduling information. Are you offering all of the courses at once, or will you phase them in. State when you propose to have your first course(s) scheduled.*

The projected number of students who will complete the program is 50 per year. Courses are currently being offered and scheduled on a regular basis.

### **Item 6. Place of Program in Curriculum/Similar Programs**

*State the department in which this program will be associated with.*

The Intersegmental General Education Transfer Curriculum (IGETC) Certificate of Achievement will be interdisciplinary.

### **Item 7. Similar Programs at Other Colleges in Service Area**

*List colleges in the area that offer this degree. Describe how this program will not impact the existing programs and that the local region labor market can support additional supply. If there are none, do not leave this blank, make a statement to the fact that there are no local programs.*

N/A

**To avoid a delay in approval, be sure to avoid the common pitfalls:**

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- Course sequencing not provided in a table
- Program units in Narrative do not match units on the ADT template

**Be prepared to attend the curriculum meeting when your program is a voting item. Submit the following to the curriculum committee.**

- The program template
- A program student education plan

**If your program is CTE, additional requirements are listed on the following page.**

### **Criteria for approval for CTE Programs**

*There are 2 approval processes required for CTE programs – California Community College Chancellor’s Office Approval (previous pages) and the Regional Consortium recommendation process. Both are very similar and can be done simultaneous. **Before a program can be submitted to the CCCO, you must have the regional consortium recommendation.***

### **Required documents for CCCCO approval:**

- Narrative: **be sure to include the specific CTE information requested in each area of the template**
- Labor Market Information (LMI)
- Advisory Committee Recommendation includes advisory committee membership, minutes and summary of recommendations
- Regional Consortium Recommendation (Regional Consortia Approval Meeting Minutes – showing program recommendation)

### **Required documents for CTE consortium recommendation:**

- Program narrative which includes:
  - Program Goals and Objectives – must address a valid workforce preparation purpose and may address transfer preparation.
  - Catalog Description – includes program requirements, prerequisite skills or enrollment limitations, student learning outcomes, and information relevant to program goal.
  - Program Requirements – includes course requirements and sequencing that reflect program goals. The GE pattern and the calculations used to reach the degree total must be shown following the program requirements table.
  - Enrollment and Completer Projections – projection of number of students to earn degree annually.
- Labor Market Information and Analysis (LMI)

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- Advisory Committee Recommendation – includes advisory committee membership, minutes and summary of recommendations
- Employer survey (include only if strong LMI is not available)

### **Consortium approval Process:**

1. Log on to the consortium site (Central/Mother Lode Regional Consortium) and register. <https://www.regionalcte.org/>. Click on register in the upper right corner.
2. After registering you can access the site at consortium website <http://crconsortium.com/program-and-course-approval/>.
3. Complete the template which is at the very bottom of the web page. A submission checklist is also available on the site.
4. Submit the required documents to the consortium and send a copy of the document to the CTE Dean at Bakersfield College. This will allow the Dean to facilitate the approval process.
5. Consortium approval will be sent via email. The email must be sent to the administrative services assistant and the curriculum co-chairs.

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