

Bakersfield College

Program Review – Annual Update

I. Program Information

Program Name: Dean of Instruction, Agriculture, Behavioral Science, Business Management and Information Technology, and Family and Consumer Education, Dual Enrollment, WESTECT, Humboldt Grant, and Foster and Kinship Care Education

Program Type: Instructional Student Affairs Administrative Service Other

Bakersfield College Mission: Bakersfield College provides opportunities for students from diverse economic, cultural, and educational backgrounds to attain Associate and Baccalaureate degrees and certificates, workplace skills, and preparation for transfer. Our rigorous and supportive learning environment fosters students’ abilities to think critically, communicate effectively, and demonstrate competencies and skills in order to engage productively in their communities and the world.

Describe how the program supports the Bakersfield College Mission:

As a unit of Academic Affairs, the mission of the Office of Instruction, Agriculture, Social Science, Philosophy, CORD Grant, NEH Grant, Humboldt Grant, and Strong Collaboration with Dual Enrollment, Rural Initiatives, and Career and Technical Education is to provide leadership in the development and evaluation on instructional programs, academic support services, faculty, and curriculum to ensure integrity and excellence of academics in the respective disciplines and initiatives at Bakersfield College.

Program Mission Statement:

Instructional Programs only:

- A. List the degrees and Certificates of Achievement the program offers
- B. If your program offers both an A.A. and an A.S. degree in the same subject, please explain the rationale for offering both and the difference between the two.
- C. If your program offers a local degree in addition to the ADT degree, please explain the rationale for offering both.

II. Progress on Program Goals:

A. List the program’s current goals. For each goal (minimum of 2 goals), discuss progress and changes. If the program is addressing more than two (2) goals, please duplicate this section. Please provide an action plan for each goal that gives the steps to completing the goal and the timeline.

Program Goal	Which institutional goals from the Bakersfield College Strategic Plan will be advanced upon completion of this goal? (select all that apply)	Progress on goal achievement (choose one)	Status Update – Action Plan

1. Support growth of Agriculture	<input checked="" type="checkbox"/> 1: Student Learning <input type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input type="checkbox"/> 4: Oversight and Accountability <input type="checkbox"/> 5: Leadership and Engagement	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input checked="" type="checkbox"/> Ongoing: <u>June 2017</u> (Date)	Ag Mech (Pathways), is a growing program.
2. Support and provide professional development and training for all initiatives within the department, especially for Dual Enrollment.	<input checked="" type="checkbox"/> 1: Student Learning <input type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input type="checkbox"/> 4: Oversight and Accountability <input checked="" type="checkbox"/> 5: Leadership and Engagement	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input checked="" type="checkbox"/> Ongoing: _____ (Date)	

B. List new or revised goals (if applicable)

New/Replacement Program Goal	Which institutional goals will be advanced upon completion of this goal? (select all that apply)	Status Update – Action Plan
	<input type="checkbox"/> 1: Student Learning <input type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input type="checkbox"/> 4: Oversight and Accountability <input type="checkbox"/> 5: Leadership and Engagement	

III. Trend Data Analysis:

Highlight **any significant changes** in the following metrics and discuss what such changes mean to your program

- A. Changes in the student demographics (gender, age, and ethnicity)
- B. Changes in enrollment (headcount, sections, course enrollment and productivity).
- C. Success and retention for face-to-face, as well as online/distance courses.
- D. Other program-specific data that reflects significant changes (*please specify or attach*). All Student Affairs and Administrative Services should respond.

IV. Program Assessment (focus on most recent year):

Use attached **Assessment Report Form AU Tab**

- A. Describe any significant changes in your program's strengths since last year
- B. Describe any significant changes in your program's weaknesses since last year
- C. If applicable, describe any unplanned events that affected your program.

The Dual Enrollment program grew at a pace much faster than anticipated. This impacted the office of Human Resources, Admissions and Records, and Scheduling.

V. Assess Your Program's Resource Needs: To request resources (staff, faculty, technology, equipment, budget, and facilities), please fill out the appropriate form. <https://committees.kccd.edu/bc/committee/programreview>

A. Human Resources and Professional Development:

- 1. If you are requesting any additional positions, explain briefly how the additional positions will contribute to increased student success. Include upcoming retirement or open positions that need to be filled.

The Office of Instruction is submitting a request for a Department Assistant III. Currently, the only support in place is an Executive Secretary. The Dual Enrollment program requires additional support (additional positions) in the office of Human Resources, Admissions and Records, and Scheduling. The services and outcomes of the Dual Enrollment initiative contribute to student success, student completion and student achievement.

2. Professional Development:

- a. Describe briefly the effectiveness of the professional development your program has been engaged in (either providing or attending) during the last year, focusing on how it contribute to student success.
- b. What professional development opportunities and contributions can your program make to the college in the future?

B. Facilities:

- 1. How have facilities 'maintenance, repair or updating affected your program in the past year as it relates to student success? With the addition of new faculty there has been a need for more office space. Faculty moves required Information Technology services, Maintenance and Operations furniture moves and installation of doors and/or movement of doors.
- 2. How will your Facilities Request for next year contribute to student success?

C. Technology and Equipment:

- 1. Understanding that some programs teach in multiple classrooms, how has new, repurposed or existing technology or equipment affected your program in the past year as it relates to student success?
- 2. How will your new or repurposed classroom, office technology and/or equipment request contribute to student success?
- 3. Discuss the effectiveness of technology used in your area to meet college strategic goals.

D. Budget: Explain how your budget justifications will contribute to increased student success for your program.

VI. Conclusion and Findings:

Present any conclusions and findings about the program. This is an opportunity to provide a brief abstract/synopsis of your program's current circumstances and needs.

The Office of Instruction is requesting additional support (positions) for Human Resources, Admissions and Records and Scheduling to address the demands of the successful Dual Enrollment Program. To address the development and growth for the Agriculture Mechanics and Social Science programs a request for a faculty position (difficult to recruit) has been submitted. Classroom and office space continue to be a challenge.