

# Bakersfield College

## Program Review – Annual Update

Program Name: **Academic Senate**

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: **The purpose of the Academic Senate is to provide the means to represent faculty in the formation and implementation of policy on academic and professional matters. In implementing policies, the Senate will represent the academic Senate to the President of the college and to the Board of Trustees with respect to academic and professional matters and exercise powers granted by the California Education Code and the Board of Governors. The Senate shall assume primary responsibility in the areas of curriculum and academic standards as specified in the California Education Code.**

Program Mission Statement: **The Senate is the sole voice of the faculty and makes recommendations to the Board of Trustees or designee with respect to academic and professional matters [10+1]. District board policy states that the Board of Trustees shall rely primarily upon the recommendations of the Senate in these areas. Rely primarily means:**

- **Recommendations of the Senate will normally be accepted**
- **Only in exceptional circumstances and for compelling reasons will the recommendations not be accepted**
- **If not accepted, board/designee shall communicate its reasons in writing, if requested (see Title §5.3 53200)**

**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.

**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	Progress on goal achievement (choose one)	Status Update – Action Plan
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	be advanced upon completion of this goal? (select all that apply)		
<b>1.Focus on improving Student Success</b>	x 1: Student Learning x2: 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: <b>2017-18</b> __ (Date)	<b>[10+1] #1, #4, #5</b>
<b>2.Foster a sense of community and improve collegial consultation and communication in college and district communities</b>	<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 checked="" type="checkbox"/> 5: Leadership and Engagement	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input checked="" type="checkbox"/> Ongoing: <b>2017-18</b> __ (Date)	<b>[10+1] #6,#10</b>
<b>3.Embed Accreditation, Assessment, Curriculum, Equity and Program Review into the culture of the college</b>	<input type="checkbox"/> 1: Student Learning <input type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input checked="" 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: <b>2017-18</b> __ (Date)	<b>[10+1] #1,#7,#9</b>

**[10+1]**

**#1Curriculum, including establishing prerequisites and places courses within disciplines;**

**#2Degree and certificate requirements;**

**#3Grading policies;**

**#4Educational program development;**

**#5Standards or policies regarding student preparation and success;**

**#6District and college governance structures, as related to faculty roles;**

**#7Faculty roles and involvement in accreditation processes, including self-study and annual reports;**

**#8Policies for faculty professional development activities;**

**#9Processes for program review;**

**#10Processes for institutional planning and budget development;**

**+Other academic and professional matters as mutually agreed upon.**

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
<b>4. Develop, focus, and review on processes regarding grants and new initiatives including Pathways and Dual Enrollment</b>	X 1: Student Learning X 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities X 4: Oversight and Accountability <input type="checkbox"/> 5: Leadership and Engagement	<b>[10+1] #1,#2,#4,#5,#6,#8</b>

**Best Practices:**

Programs often do something particularly well; usually they have learned through assessment – sometimes trial and error – what solves a problem or makes their programs work so well. These are often called Best Practices and can help others. Please share the practices your program has found to be effective.

**Best Practices:**

- **Practice of written reports from committee chairs, officers and conference attendees. Reports are collected monthly and year-end for documentation and assists in annual reporting.**
- **Senate committee website/Executive Board SharePoint posting of document/record storage for communication, transparency, accountability, and adhering to Roberts Rules**
- **Secretary Senate Meeting Summaries for communication and engagement; Secretary proof read of minutes for accuracy**

**Program Analysis:**

Take a look at your trend data (all programs should have some form of data that is used to look at changes over time).

1. Please report on any unexpected changes or challenges that your program encountered this cycle:  
**A potential challenge could be the turnover in Senate representatives, which likely leaves a lack of historical guidance.**
2. How does your trend data impact your decision making process for your program?  
**Historical data is always helpful in the decision making process.**
3. Were there any changes to student success and retention for face-to-face, as well as online/distance courses?  
**N/A**
4. Were there any changes to student demographics (age, gender, or ethnicity) for the past cycle? **N/A**

**Resource Request and Analysis:**

Resource Request		If Fulfilled, Discuss How Previous Year's Requests Impact Program Effectiveness?
<p><b>Positions:</b>  <i>Discuss the impact new and/or replacement faculty and/or staff had on your program's effectiveness.</i></p>	<input type="checkbox"/> 1: Classified Staff <input type="checkbox"/> 2: Faculty	<p><b>N/A</b></p>
<p><b>Professional Development:</b>  <i>Describe briefly, the effectiveness of the professional development your program has been engaged in (either providing or attending) during the last cycle</i></p>	<p><b>X</b> 1: Provided Professional Development  <b>X</b> 2: Attended Professional Development</p>	<p><b>ASCCC: Fall/Spring Plenary, Fall/Spring Area A meeting, Equivalency conference, Accreditation inst, Curriculum conference, Equity Hiring conference</b></p> <p><b>BOT, BC Opening/Closing Ceremonies, Commencement, Honors Reception, New/Adjunct Faculty Orientation, Convocation, Budget Forums, College Promise, Baccalaureate visit, BOG visit, Leadership Mattes Summit, Pathways Inst, Measure J, New Faculty Reception</b></p> <p><b>Other: DCC, College Council, Budget Committee, President's Scholars, Accreditation Standard IV, Foundation, Levan Center Steering</b></p> <p><b>201718 see attached request</b></p>
<p><b>Facilities:</b>  <i>If your program received a building remodel or renovation, additional furniture or beyond routine maintenance, please explain how this request or requests impacts your program and helps contribute to student success.</i></p>	<input type="checkbox"/> 1: Space Allocation <input type="checkbox"/> 2: Renovation <input type="checkbox"/> 3: Furniture <input type="checkbox"/> 4: Other <input type="checkbox"/> 5: Beyond Routine Maintenance	<p><b>2017-18 See attached request</b></p>

<p><b>Technology:</b> If your program received technology (audio/visual – projectors, TV’s, document cameras) and computers, how does the technology impact your program and help contribute to student success?</p>	<p><input type="checkbox"/> 1: Replacement Technology  <input type="checkbox"/> 2: New Technology  <input type="checkbox"/> 3: Software  <input checked="" type="checkbox"/> 4: Other: use of Library 149_</p>	<p>The use of Library 149 (computer lab) for our Executive Board meetings was very helpful because we had a member who taught in Delano and was able to video conference into the meetings. He was able to participate in all the meetings making this a very productive and effective way to communicate the work.</p> <p>2017-18 see attached request</p>
<b>Resource Request</b>		<b>Discuss How Effective Request is for Student Success?</b>
<p><b>Other Equipment:</b> If your program received equipment that is not considered audio/visual or computer equipment technology, please explain how these resources impact your program and help contribute to student success.</p>	<p><input type="checkbox"/> 1: Replacement  <input type="checkbox"/> 2: New  <input type="checkbox"/> 3: Other _____</p>	<p>2017-18 see attached request</p>
<p><b>Budget:</b> Explain how your budget justifications will contribute to increased student success for your program. (Fiscal requests will be submitted by the faculty chair and/or area administrator.)</p>		<p>NA</p>

**Conclusions & Snapshot:**

Present any conclusions and findings about the program. This is an opportunity to provide a brief abstract or synopsis of your program’s current circumstances and needs. Consider this a snapshot of your program, if someone were to only read this portion of your annual program review.

