

Bakersfield College

Program Review – Annual Update

Program Name: Vice President Student Affairs

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 program supports the College through the bi-monthly meeting with the Student Affairs Leadership Team (SALT), Directors, Program Managers, Counselors meeting with the Vice President Student Affairs to plan improvements in co-curricular services and address problems including technological issues, customer service and matriculation barriers.

Program Mission Statement:

Student Affairs aims to promote and facilitate student learning by providing exemplary co-curricular services and support that will allow students to engage in the total college experience.

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 be advanced upon completion of this goal? (select all that apply)	Progress on goal achievement (choose one)	Status Update – Action Plan
1. Ensure that enrollment each semester meets district sets goals.	<input type="checkbox"/> 1: Student Learning <input checked="" 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: _____ (Date)	Student Affairs Office will mobilize SALT departments to make plans for strategical special contacts with students

mobilizing SALT departments to make plans for strategically special contacts with students and prospective students via telephone calls, text messages, Facebook, Twitter and emails during the enrollment periods			and prospective students via telephone calls, text messages, Facebook, Twitter and emails during the enrollment periods.
2. Continual update and review best practices to ensure	<input type="checkbox"/> 1: Student Learning <input checked="" 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: _____ (Date)	Best practices are continually being reviewed and modified as needed

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
We do not have a New/Replacement Program Goal at this time	<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	N/A

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.

The Vice President Student Affairs (VPSA) Office utilizes a best practice to address and resolve student service issues. Each department within Student Affairs has a designated staff member to coordinate and address student service issues from intake to resolve. The VSPA office and all departments work together to resolve student issues efficiently and in a timely manner.

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:
There were no unexpected changes or challenges encountered in this cycle.
2. How does your trend data impact your decision making process for your program?
Student Success Support Program and the Equity Program fund based on the number of students served. The funding determines how many Additional counselors, program managers or directors we can hire to manage the services offered by the programs.
3. Were there any changes to student success and retention for face-to-face, as well as online/distance courses?
There were changes to students successfully completing the Matriculation Assessment Requirement, Orientation, Counseling and the development of an Educational Plan due to the increased number of counselors and advisors hired within Student Affairs. At this time, 90% of all students have completed all of these matriculation components.
4. Were there any changes to student demographics (age, gender, or ethnicity) for the past cycle?
There were changes to student demographics. There has been an increase in the number of students 19 and younger attending Bakersfield College.

Resource Request and Analysis:

Resource Request		If Fulfilled, Discuss How Previous Year's Requests Impact Program Effectiveness?
Positions: <i>Discuss the impact new and/or replacement faculty and/or staff had on your program's effectiveness.</i>	<input type="checkbox"/> 1: Classified Staff <input type="checkbox"/> 2: Faculty	No new requests in the VSPA Office Positions included in Student Affairs department Program Reviews
Professional Development: <i>Describe briefly, the effectiveness of the professional development your program has been engaged in (either providing or attending) during the last cycle</i>	<input type="checkbox"/> 1: Provided Professional Development <input type="checkbox"/> 2: Attended Professional Development	Staff members in Student Affairs regularly attend Learn@BC Conferences

<p>Facilities: 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.</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>Student Affairs departments have included this information in their Program Review</p>
<p>Technology: 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>	<input type="checkbox"/> 1: Replacement Technology <input type="checkbox"/> 2: New Technology Laptops in welcome Ctr <input type="checkbox"/> 3: Software STARFISH <input type="checkbox"/> 4: Other _____	<p>No new requests We are actively participating in the campus- wide development and deployment of the following Student Services and Administrative software to improve services, data tracking, and efficiency: Starfish Campus Logic Banner 9 Document Imaging Maxient Banner Automation</p>
<p>Resource Request</p>		<p>Discuss How Effective Request is for Student Success?</p>
<p>Other Equipment: 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>	<input type="checkbox"/> 1: Replacement <input type="checkbox"/> 2: New <input type="checkbox"/> 3: Other _____ <p style="text-align: center;">N/A</p>	<p style="text-align: center;">N/A</p>
<p>Budget: 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>No New request at this time.</p>	

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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.

Funding from the Student Success Support Program and the Equity Program enables Student Affairs to increase student services provided by the counselors, educational advisors, program managers, Admissions and Records technicians, Assessment assistants and tutors which overall improves student success, retention and completion.