Bakersfield College
Comprehensive Program Review

I. Program Information:

Program Name: *Bakersfield College Academic Senate*

Program Type: ☐ Instructional ☐ Student Affairs X Administrative Service

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.
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, Future Goals, and Action Plans:

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 goals, please duplicate this section.

Current Program Goals	Which institutional goals from the 2015-2018 Strategic Directions for Bakersfield College will be advanced upon completion of this goal? (select all that apply)	Progress on goal achievement (choose one)	Comments
1.*The Academic Senate will increase and make visible our service to the campus community*	☐ 1: Student Learning ☐ 2: Student Progression and Completion ☐ 3: Facilities ☐ 4: Oversight and Accountability x 5: Leadership and Engagement	☐ Completed: _____ (Date) ☐ Revised: _____ (Date) x Ongoing: _____ (Date)	*Increase visibility of the Senate to all faculty and the ASCCC.* • *Continue to increase faculty participation in college governance activities* • *Review and improve services to Senate members* • *Reach out to new faculty and new faculty leaders* • *Accentuate the importance of a strong local Senate*
2. *The Academic Senate will strengthen its leadership in academic and professional matters on behalf of faculty*	☐ 1: Student Learning ☐ 2: Student Progression and Completion ☐ 3: Facilities ☐ 4: Oversight and Accountability x 5: Leadership and Engagement	☐ Completed: _____ (Date) ☐ Revised: _____ (Date) x Ongoing: _____ (Date)	*Increase recognition both internally and externally.* • *Continue to address issues that are impeding the approval & renewal of curriculum to meet Title 5 & ACCJC compliance* • *Continue to effectively fulfill its defined role in the Accreditation process #7 of the 10+1* • *Confirm our focus on students in our decision-making* • *Provide resources for local faculty*

B. List the program's goals for the next three years. Ensure that stated goals are specific and measurable. State how each program goal supports the College's strategic goals. Each program must include an action plan.

Future Goals	Which institutional goals from the 2015-2018 Strategic Directions for Bakersfield College will be advanced upon completion of this goal? (select all that apply)	Action Plan	Timeline for Completion	Lead person for this goal
1.*The Academic Senate will provide leadership and*	☐ 1: Student Learning ☐ 2: Student Progression and Completion ☐ 3: Facilities	*Increase the number of informed faculty.* • *Continue to ensure active faculty participation in developing*	*2016*	*Executive Board Senator Reps*

professional development opportunities to faculty and other constituent groups	☐ 4: Oversight and Accountability x 5: Leadership and Engagement	*processes/procedures* • *Improve professional development opportunities* • *Increase professional development funding*		
2.*The Academic Senate will maintain effective and efficient processes and procedures necessary for carrying out its policies and responsibilities*	☐ 1: Student Learning ☐ 2: Student Progression and Completion ☐ 3: Facilities X 4: Oversight and Accountability X 5: Leadership and Engagement	*Increase internal efficiency.* • *Provide accurate and reliable financial information to interested individuals and organizations* • *Provide fair oversight of awards that recognize faculty* • *Maintain historical information on Senate activities*	*2016*	*Executive Board Administrative Secretary*

III. Trend Data Analysis:

Review the data provided by Institutional Research. Provide an analysis of program data throughout the last three years, including:

A. Changes in student demographics (gender, age and ethnicity).
B. Changes in enrollment (headcount, sections, course enrollment, and productivity).
C. Changes in achievement gap and disproportionate impact.
D. Success and retention for face-to-face as well as online/distance courses.
E. Degrees and certificates awarded (three-year trend data for each degree and/or certificate awarded).
F. Other program-specific data (please specify or attach).
G. List degrees and certificates awarded (three-year trend data for each degree and certificate awarded). Include targets (goal numbers) for the next three years.

Full Name of Degree or Certificate	2011- 2012	2012- 2013	2013- 2014	2014- 2015	2015- 2016	2016- 2017

IV. Program Assessment:

A. List your Program Learning Outcomes (PLOs)/Administrative Unit Outcomes (AUOs).
B. How did your outcomes assessment results during the past three years inform your program planning? Use bullet points to organize your response.

C. How did your outcomes assessment results during the past three years inform your resource requests? The results should support and justify resource requests for this year.
D. Describe how the program monitors and evaluates its effectiveness.
E. Describe how the program engages all unit members in the self-evaluation dialog and process.
F. Provide recent data on the measurement of the PLOs/AUS., as well as a brief summary of findings.
G. What have the program's PLO's/AUO's revealed or confirmed in the past three years?
H. *If applicable,* list other information, data feedback or metrics to assess the program's effectiveness (e.g., surveys, job placement, transfer rates, output measurements).
I. How do course level student learning outcomes align with program learning outcomes? Instructional programs can combine questions C and D for one response (SLO/PLO/ILO).
J. How do the program learning outcomes or Administrative Unit Outcomes align with Institutional Learning Outcomes? All Student Affairs and Administrative Services should respond.
K. How did your program address Equity, specifically referencing the achievement gap and disproportionate impact, over this comprehensive cycle?

*See attached **2014-15 Year End Report** and **2014-15 Motions & Resolutions***

Institutional Learning Outcomes:
Think: Think critically and evaluate sources and information for validity and usefulness.
Communicate: Communicate effectively in both written and oral forms.
Demonstrate: Demonstrate competency in a field of knowledge or with job-related skills.
Engage: Engage productively in all levels of society – interpersonal, community, the state and the nation, and the world.

L. Discuss your program's strengths.

The Senate currently has a seasoned group of representatives as well as a permanent Administrative Secretary, which has allowed for more increase in transparency in communication campus wide.

M. Discuss your program's weaknesses.

A potential weakness could be the turnover in Senate representatives, which likely leaves a lack of historical guidance.

N. *If applicable,* describe any unplanned events that affected your program.

V. Resource Analysis: 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 retirements or open positions that need to be filled.

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 contributed to student success.
   b. What professional development opportunities and contributions can your program make to the college in the future?

These professional development programs allow for those in leadership positions to successfully ensure programs are evolving to state standards and are current.

Professional Development:

- *Curriculum Institute*
- *Fall Plenary*
- *Spring Plenary*
- *Area Meeting*
- *Accreditation Institute*
- *Academic Academy*
- *Executive Board Retreat (new)*

B. Facilities:

1. How have facilities' maintenance, repair or updating affected your program in the past year as it relates to student success?
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.

The effectiveness of technology is used to improve oversight and accountability, sustainability and transparency in all college processes.

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

Budget allocated was $400, which didn't even cover 1 person to attend a single Plenary. Average cost for two (2) to attend a Plenary= 2, 360.

VII. Faculty and Staff Engagement:

A. Discuss how program members have engaged in institutional efforts such as college committees, presentations, and departmental activities.

Academic Senate President:
District Consultation Council
District Finance & Audit
District Strategic Plan
BC Academic Senate/Executive Board
BC College Council, BC Budget Committee
BC President's Scholars
BC Accreditation Standard IV
BC Foundation, BC Strategic Directions
BC Levan Center Steering
BC Inmate Education Taskforce
BC Bookstore/Xanadu Taskforce

B. Instruction Only: Discuss how adjunct faculty are included in departmental training, discussions and decision-making.

Adjunct have representation on the Senate. This year's Adjunct rep was the recipient of the 2015 Faculty Leadership Institute Foundation Scholarship.

VIII. Conclusions 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 Academic Senate, representing both full and adjunct faculty, serves as a vital governance organization. The organization, consisting of five campus wide elected officers and twenty-six department elected representatives, assist in the distribution of

information to constituency groups and serves as the decision making body for the faculty voice in both college and district decision making. Through Resolutions, Motions and service on college and district committees, faculty member's voices have played a spirited role in the direction our college and district has taken to improve the educational processes promoting great student success. In the Academic Year 2014-15, the BAS and HOM initiatives illustrate the collaborative successes of institutional decision making of which the Academic Senate is proud to belong. Both initiatives received statewide recognition and HOM was recognized national. The Academic Senate is a vibrant and central body for the success and growth of our institution.

IX. Forms Checklist (place a checkmark beside the forms listed below that are submitted as part of the Annual Update):

X Best Practices Form **(Required)**

☐ Curricular Review Form **(Instructional Programs Required)**

☐ Certificate Form **(CTE Programs Required)**

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☐ Faculty Request Form ☐ Classified Request Form ☐ Budget Form

☐ Professional Development Form ☐ ISIT Form ☐ Facilities Form (Includes Equipment)

☐ Other: ____________________
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