

# Bakersfield College 2018-2019

## Program Review – Annual Update - Non Instructional

Program Name: **Academic Senate**

Program Type (Administrative, Student Affairs, Academic Affairs, Other): **Administrative**

**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.

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)

### **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.

#### **1. Program Goal: Focus on improving Student Success**

**List the institutional goals from the Bakersfield College Strategic Plan that will be advanced upon completion of this goal?**

(Student Learning, Student Progression and Completion, Facilities, Leadership and Engagement)

**[10+1] #1, #4, #5**

**Progress on goal achievement: Ongoing**

**Status Update – Action Plan and any link to Resource Requests: The Academic Senate will continue to monitor and participate in the processes, development and implementation of initiatives focusing on improving student success such as guided pathways, co-requisite development for math and English transfer level courses and develop of new programs in areas such as Education and Engineering & Systems.**

2. Program Goal: **Foster a sense of community and improve collegial consultation and communication in college and district communities**

List the institutional goals from the Bakersfield College Strategic Plan that will be advanced upon completion of this goal?

(1. Student Learning, 2. Student Progression and Completion, 3. Facilities, 4. Leadership and Engagement)

**[10+1] #6,#10**

Progress on goal achievement: **ongoing**

**Status Update – Action Plan and link to Resource Requests: The Academic Senate will continue to monitor and participate in the processes, development and implementation of shared governance committees at both the campus level and within the district. At the campus level, the Senate will assist in the implementation of the newly created Bookstore committee and participate in the new created districtwide committee on the budget and information technology.**

B. List new or revised goals (if applicable)

**Program Goal: Embed Accreditation, Assessment, Curriculum, Equity and Program Review into the culture of the college**

List the institutional goals from the Bakersfield College Strategic Plan that will be advanced upon completion of this goal?

(Student Learning, Student Progression and Completion, Facilities, Leadership and Engagement)

**[10+1] #1,#7,#9**

Progress on goal achievement: **ongoing**

**Status Update – Action Plan and link to Resource Requests:**

**[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.**

**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). Please report on any unexpected changes or challenges that your program encountered this cycle:

1. How does your trend data (or other data your area collects) impact your decision making process for your program?  
**Historical data is illustrating BC is reaching or exceed it Institution Set Standards, thus the Senate has requested a review and possible re-alignment of such said standards.**  
Historical data is always helpful in the decision making process.
2. Evidence of Program Dialog of data
  - If you have had time to review and discuss your program's data with members of your department, attach documentation of your discussion. Documentation can come in the form of minutes from meetings or retreats, email dialog or any other ways that show substantive discussion. **AIQ addressed Institutional Set Standards 10/3/18 and 10/24.**
3. Were there any changes to student demographics (age, gender, or ethnicity) for the past cycle?  
**NA**
4. Equity gaps
  - Please look for large differences, or gaps, between top performing groups and others. Consider how you could identify the reasons behind these gaps, and if there changes that could be made to reduce them. For in depth review of equity issues, and on changes that are being made campus-wide, please refer to the current [Bakersfield College Student Equity Plan](#). **The Academic Senate reviews the Student Equity Plan and supports initiatives established on campus to reduce equity gaps such as UMOJA, Supplemental Instruction, DSPS, EOPS and Tutoring.**
5. Please describe any recent achievements of members of your area who have won awards or distinctions, new projects your area has implemented, professional development work, professional conference presentations or recently published work.  
**Steve Holmes, our esteemed AS President, won the Levinson Award for 2018**
6. The college has embarked on significant efforts such as **Guided Pathways, affinity groups** and **completion coaching communities** to improve the success and completion rates of our students. Please describe what your program/department/office is doing to contribute to these efforts.  
**The Academic Senate President serves on the Guided Pathway Implementation Team and communicates it progress to the body throughout the academic year. The Academic Senate also supports and receives reports from completions coaches.**
7. Explain your role if you are involved in Dual Enrollment, Inmate Education, or Rural Initiatives. **The Academic Senate has appointed members to serve on the development and implementation of these initiatives. The Academic Senate continues to receive reports and make recommendations as these programs move forward. This year Academic Senate Goal #4 states: Develop, focus and review processes regarding new initiatives including Guided Pathways and Dual Enrollment.**

### **Assessment Report - Annual Update**

- A. List your Administrative Unit Outcomes (AUOs)

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 Academic Senate shall assume primary responsibility in the areas of curriculum and academic standards as specified in the California Education Code.

B. How did your outcomes results inform your program planning?

The Academic Senate leadership, through its communication with its membership, the college President and the Board of Trustees develop and implement policies, procedures and initiatives with respect to academic and professional matters related to educational programs.

C. How do the Administrative Unit Outcomes align with Institutional Learning Outcomes?

The Academic Senate through its responsibility in the formation and implementation of policies on academic and professional matters including curriculum and academic standards create an environment where upon completion of a degree program students will think, communicate, demonstrate and engage.

### Analysis of Received Resources from Previous Cycle

**Discuss the type of resources you received and their Impact on program effectiveness?**

#### **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.*

- 1: Space Allocation- **Designated office space that accommodates a small group is necessary to meet to discuss confidential issues of importance.**
- 2: Renovation
- 3: Furniture- **Desk or conference table/chairs, file cabinet**
- 4: Other
- 5: Beyond Routine Maintenance

#### **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?*

- 1: Replacement Technology – **Desktop computer, screen, phone**
- 2: New Technology
- 3: Software
- 4: Other\_\_ **Copier/Printer** \_\_\_\_\_

#### **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.*

### Conclusion:

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.

**The Academic Senate has represented faculty in the formation and implementation of policies/procedures with regard to academic and professional matters. In the formation of policies/procedures, the Academic Senate represents faculty through participation in share governance committee at both the college and district level, as well as Board of Trustee meetings. In implementing policies/procedures, the Academic Senate represents the faculty to the President of the College, to the Chancellor of the District, and to the Board of Trustees.**