

## **Bakersfield College Budget Decision Criteria**

**Draft version September 27, 2018**

With the goal of maintaining quality programs and services in all administrative, instructional, and student support areas, those making budget recommendations and decisions will use data and the criteria listed below. All budget decision-makers will communicate their decisions and the rationale with the sector of the college community they oversee. The rationale will address the identified criteria and data used.

Statements and questions included in the discussion of each criterion are intended as a general framework rather than an exhaustive list.

### **College Goals**

The budget decision will be aligned with BC's mission and Strategic Directions.

### **Core Mission**

The budget decision will ensure that the college will be able to continue to offer a range of courses of sufficient breadth and frequency so that BC's continue to meet its mission of providing opportunities to attain Associate and Baccalaureate degrees and certificates, workplace skills, and preparation for transfer with appropriate student support services so that students can complete their educational programs. Questions addressed include:

- What are the needs of the people within our service area?
- Will students in programs that focus on workplace skills be able to attain gainful employment in the subject areas of those programs within our service area?
- Will students in transfer degree programs be able to complete their transfer degree in the less time or at least the same time as before?

### **Student Success**

The budget decision will improve (or at a minimum, maintain) student success in one or more of BC's mission areas: Associate and Baccalaureate degrees and certificates, workplace skills, and preparation for transfer. Program completion will improve through work in one or more of the GP pillars:

- Clarifying the program pathways for our students
- Enabling our students to enter their program pathway more quickly
- Providing the academic and student support so students will stay on their program pathway to completion
- Improving the processes in the assessment of course and program level outcomes to ensure that learning is happening as students progress along their program pathways. This learning improves critical thinking and adaptability so that students will be able to adjust to changing economic environments without having to continually come back to college for retraining.

## **Program and Service Sustainability**

Questions addressed include:

- Is the benefit of this program or service worth the cost?
- If a budget decision would lead to the discontinuance of an academic program, does the process follow the Program Discontinuation Process determined by the Academic Senate?
- What is the optimal student-to-teacher ratio?
- Can students progress through a sequence of courses?
- Are program Student Learning Outcomes (SLOs) achievable?

## **Facilities Needs**

- The budget decision will consider the needs of a learning environment that will promote student success in our classrooms and study-research spaces (e.g. classroom space; lab space electricity; heating, ventilation, and air conditioning [HVAC]; markers or chalk).
- The budget decision will consider the needs of office and operational space for various administrative functions of the college (e.g. employee office space).

## **Technology Needs**

The budget decision will consider technology needed to address all other criteria (e.g. computers, software, media equipment, network, teleconference and videoconference).

## **Health and Safety**

The budget decision will ensure a healthy and safe learning environment for our students and employees (e.g. Fire Prevention and Evacuation, Accident Prevention, Maximum Occupancy, Emergency Response, Health Services, Waste Removal, Utility Infrastructure).

## **Legal Requirements and State Mandates**

The budget decision will ensure that the college follows all legal requirements and state mandates (e.g. Title 5, American Disability Act (ADA) Compliance, Faculty Obligation Number (FON), 50% Law, and participatory governance requirements).

## **Human Resource Needs**

- The budget decision will consider staffing levels and professional development needs to address all other criteria.
- The process for filling any position must be consistent with Human Resource guidelines, funding requirements, and collective bargaining agreements.