

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: Accreditation Steering Committee (bc_asc)

Membership:

Nan Gomez-Heitzeberg	Administrative Co-chair
Kate Pluta	Faculty Co-chair
Ann Morgan	Administration, Research
Bernadette Towns	Assessment Co-chair
Bonnie Suderman	Administration, IT
Diana Kelly	Faculty, At-large
Hamid Eydgahi	Administration, Instruction
Joyce Ester	Associate Vice President
Kirk Russell	Faculty, Library
Klint Rigby	Faculty, CTE
LaMont Schiers	Administration, Facilities
Rachel Vickrey	Faculty, Basic Skills
Rebecca Mooney	SEC Co-chair (ad hoc)
Rene Trujillo	Faculty, General Education
Sue Granger-Dickson	Faculty, Student Services
William(Bill) Barnes	Program Review Co-chair
Open	2 Classified
Open	1 Student, SGA
Open	1 Community Members (ad hoc)

Review of goals and accomplishments from previous year:

Accreditation Steering Committee (ASC) Third Quarterly Report, 2010-2011

Accomplishments

- Met with faculty and administrative Co-Chairs of Program Review, Curriculum, Assessment, ISIT, and Budget Committees
- Working to embed accreditation in college life with reports to
 - College Council
 - Academic Senate
 - FCDC
- Working to effect cultural change by bringing ideas forward through presentations to multiple groups (Academic Senate, College Council, Budget Committee, FCDC, and standing governance committee Co-Chairs); gathering and incorporating feedback; and providing multiple opportunities for dialogue, feedback, and communication
- Developed Philosophy Statement; approved by Academic Senate and College Council
- Developed Annual Program Review proposal; gathered and incorporated feedback in multiple draft process; approved by Academic Senate and College Council, April 2011

September 5, 2011

- Developed timeline for Annual Program Review and Integrated Program Review processes
- Trained Self Evaluation Committee (SEC) Co-Chairs (designed materials; provided four training sessions)
- Met 2010-2011 Bakersfield College Goal #7 Linkages:
Reinforce the importance of accreditation as part of college life by embedding it in the charges of college committees, conducting training and creating a Self Evaluation Committee that will make recommendations to the Accreditation Steering Committee.
- Met 2010-2011 Academic Senate Goal #1:
Make accreditation a part of college life by embedding it in college committee charges, conducting training, and creating a Self Evaluation Committee that participates in training; reviews previous reports, recommendations, and planning agendas; identifies constituencies to communicate and gather information; identifies evidence needs; identifies areas needing improved practices and/or improved documentation of practices and makes recommendations to the Accreditation Steering Committee (ASC); and reports to Accreditation Steering Committee (ASC) at the end of fall and spring terms.

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals	Academic Senate Goals
	<p>1. Student Excellence <i>Develop and implement prerequisites, placement, and retention strategies to improve student success in transfer and CTE programs. Continue to encourage student excellence by addressing basic skills at all levels of academic and student services.</i></p>	<i>To be developed</i>
<p>1. Make accreditation an on-going process. (charge) 2. Keep the accreditation preparation process progressing. (charge) 3. Devise ways to engage and involve the entire campus community in accreditation (task existing committees to provide data on a regular basis). (charge) 4. Review and evaluate the college committee report process.</p>	<p>2. Communication <i>Foster an environment of expanded awareness emphasizing collaboration, consultation, and communication within the college and with external constituents.</i></p>	
	<p>3. Oversight & Accountability <i>Provide annual training to collegewide committees, departments, programs, and</i></p>	

	<i>staff/student organizations to ensure the college shared governance structure operates effectively.</i>	
	4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i>	
	5. Facilities <i>Implement strategies for effective maintenance and beautification of existing and future college facilities that support programs and services.</i>	
	6. Image <i>Create an environment where all staff and students can effectively serve as ambassadors to market the strengths of the college.</i>	
5. Support the PRC in its implementation and assessment of the Annual Program Review process.	7. Linkages Implement and assess the Annual Program Review process.	
	<i>Assess, share, and report to the college community progress on each of the goals.</i>	
6. Determine campuswide issues that need further action for problem-solving now and in accreditation Self Evaluation.		

Timeline:

The six committee goals are ongoing. ASC reports on progress in its three quarterly reports to the college community and its annual report to the Board of Trustees.

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: **Assessment**
Membership:

<u>Administration</u> <u>Morgan, Ann, ex-officio</u> <u>Suderman, Bonnie – Co-chair</u>	<u>Faculty</u> <u>Amin, Karimeh</u> <u>Carpenter, John</u> <u>Cazares, Ralph</u> <u>Coyle, Pat</u> <u>Denison, Debra</u> <u>Dobie, Dawn</u> <u>Einhaus, Michael</u> <u>Geiser, Adie</u> <u>Hirayama, Brian</u> <u>Koeth, David</u> <u>Mai, Nancy</u> <u>Mitchell, Denise</u> <u>Moran, Tom</u> <u>Towns, Bernadette, co-chair</u> <u>Vaughn, Kenward</u>	<u>SGA</u> <u>CSEA</u> <u>Budy, Janie</u> <u>Rucks, Lucas</u>
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Review of goals and accomplishments from previous year:

Goals:

1. Have 100% participation in Instructional and Non-Instructional program Level Assessment Plans

Accomplishment: 100% participation for Non-Instructional
87% participation for Instructional

2. Develop CurricUNET Assessment Module

Accomplishment: Assessment faculty chairs worked throughout spring and summer. Example templates have been developed.

3. Review Assessment Plans and develop institutional project based on themes

Accomplishment: Reviewed and determined theme of “Unengaged Students”. Developed Think Tank project to start in fall semester

4. Assess one GE level outcome (institutional)

Accomplishment: Developed format and assessed GE Outcome 1B-written communication. Unanimous approval of English assessment project

5. Develop an Assessment Budget
Accomplishment: Done. Stayed within budget and received funds for 2011/12

6. Sponsor an “end of year” activity to promote discussion on Assessment and progress
Accomplishment: Sponsored Jazzed about Assessment reception with plans to sponsor again in 2011/12

7. Provide Assessment Training
Accomplishment: Sponsored Assessment Week in Spring semester with assessment trainings and student activities. Plan to repeat in 2011/12

8. Approve assessment portions of curriculum in CurricUNET.
Accomplishment: Set up and trained team of assessment experts. Kept up with CurricUNET documents.

9. Work with Institutional Research and Planning to make CCSSE results useful data for the institution

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals	Academic Senate Goals
100% compliance with Program Level Assessment Plans	Student Excellence Linkages	
Complete CurricUNET Assessment Module	Student Excellence Linkages	
Guide Think Tank participants to an annual project in Spring	Student Excellence Linkages	
Complete assessment of 2 nd GE Outcome	Student Excellence Linkages	
Sponsor Reception and Assessment Week	Student Excellence Image Communication	
Approve curriculum in CurricUNET	Student Excellence	
Work with Institutional Research and Planning to	Student Excellence Linkages	

make CCSSE results useful data for the institution		

Timeline:

Fall: CCSSE work team, Think Tank research

Spring: Program Plans, Assessment Module, Think Tank Project, Assessment Week and Reception, CCSSE

Summer: GE Assessment

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Winter Report

Due December 1, 2011

Committee Name: _____

Membership:

List of completed committee goals, with completion date and notes:

List of goals in progress, with disposition and timeline:

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Spring Report

Due April 1, 2012

Committee Name: _____

Membership:

Review of committee goals and completion/status:

Key findings and implications:

Plans for next year:

Looking ahead - What's on the horizon?

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

September 5, 2011

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: **BUDGET COMMITTEE**

Membership:

- Greg Chamberlain, Co-Chair
- Corny Rodriguez, Co-chair/Acad Senate Pres, Co-Chair
- Stephen Eaton, Dean
- Joyce Ester, Assoc Vice President
- Nan Gomez-Heitzeberg, Exec. Vice President
- Lynne Krausse, faculty
- Jennifer Marden, classified/CSEA Pres
- Kate Pluta, faculty
- LaMont Schiers, Exec. Director, Admin Services
- Meg Stidham, classified
- Nick Strobel, faculty
- Kris Toler, faculty
- Open, Program Review representative
- Open, classified admin services rep
- Open, classified stud serv rep

Review of goals and accomplishments from previous year:

Completion of budget criteria document

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals	Academic Senate Goals
Identify and acquire the necessary training to function effectively as committee members. COMPLETED SPRING 2011 – ON-GOING	3. Oversight & Accountability <i>Provide annual training to collegewide committees, departments, programs, and staff/student organizations to ensure the college shared governance structure operates effectively.</i>	
Recommend a timeline for budget development that takes into account district and state budget deadlines and time for review, response and changes in the proposed allocations before the final decisions are made.	4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency</i>	

FALL 2011		
Develop criteria for budget decisions based on items such as annual goals, strategic plans, program reviews, Educational Master Plan, legal mandates, accreditation requirements, and other elements as appropriate. COMPLETE	4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i> 7. Linkages Implement and assess the Annual Program Review process.	
Communicate the proposed criteria to the campus widely for feedback prior to adoption COMPLETE	2. Communication <i>Foster an environment of expanded awareness emphasizing collaboration, consultation, and communication within the college and with external constituents.</i>	
Annually review and modify the criteria that will be used in making budget decisions for the coming fiscal year. SPRING 2012	4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i> 7. Linkages Implement and assess the Annual Program Review process.	
Establish clearly articulated processes for reviewing budget requests. UNDER REVIEW	2. Communication <i>Foster an environment of expanded awareness emphasizing collaboration, consultation, and communication within the college and with external constituents.</i> 4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i>	
Design and implement a mechanism that allows for timely college review, input, and modification to the proposed budget before it is submitted to the Board of Trustees for approval. SPRING 2012	2. Communication <i>Foster an environment of expanded awareness emphasizing collaboration, consultation, and communication within the college and with external constituents.</i> 4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i>	
Review the budget input and development process and documents completed by department chairs and managers to improve processes and forms. SPRING 2012	4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i>	
Develop a communication plan to	2. Communication <i>Foster an</i>	

keep the college apprised of information that impacts the budget. FALL 2011	<i>environment of expanded awareness emphasizing collaboration, consultation, and communication within the college and with external constituents</i>	
Meet at least once a month during the fall and spring semesters with possible meetings during the summer. COMPLETED 2010-11 ON-GOING		
Annually assess the budget development process. SPRING 2012	4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i> 7. Linkages Implement and assess the Annual Program Review process.	
Advocate for timely budget projections from the district office. COMPLETED FALL 2011 ON-GOING		

Timeline: **NOTED IN CURRENT YEAR GOALS**

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Winter Report

Due December 1, 2011

Committee Name: _____

Membership:

List of completed committee goals, with completion date and notes:

List of goals in progress, with disposition and timeline:

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Spring Report

Due April 1, 2012

Committee Name: _____

Membership:

Review of committee goals and completion/status:

Key findings and implications:

Plans for next year:

Looking ahead - What's on the horizon?

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: Curriculum Committee

Membership:

Curriculum Committee Nan Gomez-Heitzeberg, Bill Moseley, Co-Chairs	
Adjunct rep	
Academic Development	Janet Duenas-Clift
Agriculture	Gay Gardella
Allied Health	Kathy Hairfield
Art	Emily Maddigan
Behavioral Sciences/Criminal Justice	Billie Jo Rice and Mark Graf
Biological Sciences	Richard Wise and Leslie Reiman
Business Management & Info Technology	Wally Simmons
Communication	
Counseling	Sue Granger-Dickson
English	
ESL	Elizabeth Rodacker
FACE	Bernadette Towns
Fire Technology (Program Representative)	Tim Capehart
Foreign Language/ASL	Qui Jimenez
Health & PE	Paula Dahl and Carl Dean
Industrial Technology & Engineering	Duane Anderson
Library	Dawn Dobie
Mathematics	Kurt Klupstein
Nursing	Jennifer Johnson
Performing Arts	
Philosophy	
Physical Science	Mike Daniel & Nick Strobel
Social Science	
Student Services Faculty	
Student Government Association	
Extended Learning (Curriculum Committee subcommittee) Bonnie Suderman, Chair	
Adie Geiser (DSPS)	Nancy Guidry (Library)
Peggy DeStefano (Behavioral Science)	Michael Einhaus (Philosophy)

Review of goals and accomplishments from previous year:

1. Implementation of Curricunet
2. Review and change in committee structure.
- 3.
- 4.
- 5.

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals
Review and approval of all courses that are due or overdue for curriculum review.	3. Oversight and Accountability
Resolution of all major Curricunet issues and bugs.	3. Oversight and Accountability
Alignment of Curriculum processes with Curricunet functionality, and development of corollary procedures.	3. Oversight and Accountability
100% department participation in Curriculum Committee	3. Oversight and Accountability 2. Communication
Development of standard and transparent communication protocols for the Curriculum Committee and the rest of the college.	2. Communication
Development of a college-wide plan for education and training related to essential curriculum issues and procedures.	3. Oversight and Accountability 2. Communication

Timeline:

All of the above goals will be completed by the end of the Spring 2012 term.

The first goal will happen in 3 phases:

1. Complete the review of the 100 courses scheduled for Spring 2012.
Deadline for Dept. Chair and Dean review is Oct. 6.
2. Delete all courses that are not scheduled or planned to be scheduled within a 2 year span.
3. Complete the review of all remaining courses by May of 2012.

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: ___Equal Opportunity Diversity Advisory Committee___

Membership:

Consuelo Gonzalez; Daymon Johnson; Helen Acosta; Joyce Coleman; June Charles; Matthew Morgan; Nancy Magner; Nancy Mai; Patricia Rapp; Paula Parks; Primavera Arvizu; Rosa Garza; TG Thomas; Tina Johnson; Vera Diaz; Christopher Dison; Jennifer Jett

Review of goals and accomplishments from previous year:

Decide on new direction for EODAC, develop logo, develop charter, work out long and short term planning goals, collaborate with SGA to develop Safe Space program.

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals	Academic Senate Goals
<p>INSTITUTIONAL VIABILITY AND VITALITY</p> <ol style="list-style-type: none"> COORDINATING ORGANIZATIONAL CHANGE TO SUPPORT OUR DIVERSITY GOALS Provide a variety of program opportunities for all staff and faculty to increase awareness of diversity issues, foster community, and encourage involvement. 	<ol style="list-style-type: none"> Student Excellence Communication Oversight and Accountability Image 	<ol style="list-style-type: none"> Ensure the college demonstrates that it values diversity
<p>EDUCATION AND SCHOLARSHIP</p> <ol style="list-style-type: none"> Evaluate diversity related issues in education and scholarship on campus Identify ways to improve diversity in education and 	<ol style="list-style-type: none"> Student Excellence Communication Oversight and Accountability Image 	<ol style="list-style-type: none"> Ensure the college demonstrates that it values diversity

scholarship on campus		
<p>CAMPUS CLIMATE AND INTERGROUP RELATIONS</p> <ol style="list-style-type: none"> 1. IMPROVE FACULTY AWARENESS AND TRAINING REGARDING MENTAL HEALTH ISSUES THAT AFFECT OUR STUDENTS 2. Improve Faculty Awareness and training in guiding students to critical services to aid their success at Bakersfield College 3. improve functionality and visibility of campus-wide mechanisms for reporting hostile environments. 4. create a Peer mediation program to resolve conflicts rather than merely disciplining or ignoring. 	<ol style="list-style-type: none"> 1 – Student Excellence 2 – Communication 3 – Oversight and Accountability 4 - Image 	<p>4—Ensure the college demonstrates that it values diversity</p>
<p>RECRUITING AND RETAINING A DIVERSE STUDENT BODY</p> <ol style="list-style-type: none"> 1. RECRUITING AND RETAINING A DIVERSE WORKFORCE 	<ol style="list-style-type: none"> 1 – Student Excellence 2 – Communication 3 – Oversight and Accountability 4 - Image 	<p>4—Ensure the college demonstrates that it values diversity</p>

Timeline: Timeline varies per workgroup goal sets (ongoing, one, two, and three years); see attached supporting document titled “EODAC Strategic Planning All Goals.”

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: **Extended Learning Sub-committee**
 Membership:

<u>Administration</u> Suderman, Bonnie – Co-chair	<u>Faculty</u> DeStefano, Peggy Einhaus, Michael Geiser, Adie Guidry, Nancy	<u>SGA</u> <u>Classified</u>
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Review of goals and accomplishments from previous year:

Goals:

1. Review and approve Distance Ed curriculum in CurricUNET
 Accomplishments: Completed all curriculum
2. Develop Student Non-Participation Policy and send for approval
 Accomplishments: Completed fall 2010
3. Assist in development of CurricUNET DE site
 Accomplishments: Still in process

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals	Academic Senate Goals
Review and Approve any DE curriculum for 2011/12	Oversight and Accountability Communication	
Assist in Development of DE CurricUnet site	Oversight and Accountability Communication	

September 5, 2011

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Winter Report

Due December 1, 2011

Committee Name: _____

Membership:

List of completed committee goals, with completion date and notes:

List of goals in progress, with disposition and timeline:

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

September 5, 2011

Collegewide Committee Report

Spring Report

Due April 1, 2012

Committee Name: _____

Membership:

Review of committee goals and completion/status:

Key findings and implications:

Plans for next year:

Looking ahead - What's on the horizon?

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Fall Report

Date: 9/29/11

Committee Name: **FACILITIES PLANNING SUBCOMMITTEE**

Membership:

Bray, Paula
Calistro, Ivie (student)
Caswell, Cheryl
Chamberlain, Greg – Chair
Geiser, Adie
Gomez-Heitzeberg, Nan
LeBlanc, Ginger
Perry, Tarina
Rabe, Kristin
Rouse, Craig
Schiers, LaMont

Review of goals and accomplishments from previous year:

Reviewed plans, made recommendations, and followed progress on the following facilities projects:

Levan Center for Humanities
Solar Field
SAM
Baseball/Softball Fields
TES

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals	Academic Senate Goals
To review and/or provide recommendations for new and improved facilities and infrastructure improvements to enhance current and future learning environments for students, community, faculty, and staff to the College Council. ON-GOING	4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i> 5. Facilities <i>Implement strategies for effective maintenance and beautification of existing and future college facilities that support programs and services.</i> 6. Image <i>Create an environment where all staff and students can effectively serve as ambassadors to</i>	

	<i>market the strengths of the college.</i>	
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Timeline:

Draft 2, August 31, 2011

Collegewide Committee Report

Winter Report

Date:

Committee Name: _____

Membership:

List of completed committee goals, with completion date and notes:

List of goals in progress, with disposition and timeline:

Collegewide Committee Report

Spring Report

Committee Name: _____

Membership:

Review of committee goals and completion/status:

Key findings and implications:

Plans for next year:

Looking ahead - What's on the horizon?

Collegewide Committee Report

Fall Report (due September 30)

Date: September 29, 2011

Committee Name: Instructional Services Information Technology Committee

Membership:

Faculty	Classified	Administration
Nick Strobel, co-chair	Judy Ahl	Bonnie Suderman, co-chair
Tim Bohan	Candice Sifuentes (clerical support)	Todd Coston (ex officio)
Greg Cluff	Kristin Rabe	Dan O'Connor
John Carpenter	Tracy Lovelace	Amber Chiang
Gayle Richardson	David Barnett (ex officio)	Cindy Collier
John Hart		Hamid Eydgahi
Leah Carter		LaMont Schiers
Manuel Fernandez		
Kirk Russell		
Ed Ham		
Margaret Richie		
Michael Einhaus		
Erin Miller		
Adie Geiser		

Review of goals (normal type) and accomplishments (*italics*) from previous year:

- Task force to baseline student success and retention rates in our distance education classes and create a plan to improve those rates. *Two recommendations: (1) Faculty Director of Extended Learning Technologies; (2) Develop a signal system to flag at-risk students and develop an online orientation system.*
- Improve process of communication between faculty and Information Services on what software needs to be put in computer labs, so that it is done in a timely manner before spring semester ends. *Still needs to be worked on.*
- Improve the "ISIT form" in the Unit Plan (now APR) so it's easier to use and include a rubric for determining priorities (to decide between "mission critical", "needed", and "nice to have"). *Now have an easier-to-use (hopefully) spreadsheet for data entry and each technology request will have a rubric scoring section. Will go into APRs this October.*
- Communicate BC faculty needs for Luminis implementation, especially with regard to linking with Moodle. *Accomplished BUT BC faculty (from ISIT and Academic Senate) wishes with regard to waitlisted students having access to Moodle class websites not implemented because of differing views on what board policy means.*
- Improve centralized Help Desk. *This is a districtwide effort that ISIT can provide input to. The Help Desk seems to be working much better now than at the start of 2010/11 school year.*

- Re-allocate computers to desktops as computers become available from computer labs. *Ongoing.*
- Develop + approve proctoring policy for distance education courses. *Approved at May meeting. Posted to http://www.bakersfieldcollege.edu/distance_learning/instructor/BC%20Proctored%20Examinations%20final.docx*
- Develop + approve participation policy for distance education courses. *Approved and approved at Academic Senate in May. Posted to http://www.bakersfieldcollege.edu/distance_learning/instructor/Non-Participation%20Policy%2005-04-11.doc and is also in the 2011/12 Catalog on page 22–23.*

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals
1. Develop at-risk student flag system for online courses.	Goal 1: Student Excellence
2. Get approval for + hire Faculty Director of Extended Learning Technologies	Goal 1: Student Excellence
3. Improve process of communication between faculty and Information Services on what software needs to be put in computer labs, so that it is done in a timely manner before spring semester ends.	Goal 2: Communication Goal 3: Oversight & Accountability
4. Fine-tune “ISIT form” in APR	Goal 2: Communication Goal 4: Fiscal Responsibility Goal 7: Linkages
5. Review board policy with the other colleges to create a reasonable policy of waitlisted students access to Moodle class websites.	Goal 1: Student Excellence
6. Get input of missing functionalities in Moodle and create recommendations to fill in the holes.	Goal 1: Student Excellence
6. Re-allocate computers to desktops as computers become available from computer labs.	Goal 4. Fiscal Responsibility
7. Come up with recommendation on extent of wireless coverage to entire campus and timeline for such recommendation.	Goal 2. Communication Goal 4. Fiscal Responsibility
8. Plan for usage of new technologies that can be used campuswide in classrooms (e.g., clickers, iPads, or other up-and-coming cool things) that includes enabling	Goal 1. Student Excellence Goal 2. Communication Goal 4. Fiscal Responsibility (preparing for future budgets)

<p>faculty innovation with the testing of new tools in some classrooms while maintaining integrity of the campus network.</p>	
<p>9. Develop evaluation systems to verify ADA compliance in various modes of Dist Ed, and provide the necessary resources (online and in person) to meet these requirements.</p>	<p>Goal 1. Student Excellence Goal 2. Communication Goal 3. Oversight & Accountability</p>

Timeline: ISIT Goal 1: this academic year

ISIT Goal 2: As budget allows. This is a goal that ISIT has for BC as ISIT can only recommend.

ISIT Goal 3: Process developed by early spring semester.

ISIT Goal 4: Depends on feedback from filling out APR this year. Revised form available before end of spring semester.

ISIT Goal 5: Before end of fall semester.

ISIT Goal 6: Gather input by end of fall semester + create recommendations by end of spring semester.

ISIT Goal 6: on-going.

ISIT Goal 7: This academic year.

ISIT Goal 8: on-going but a set of policies+procedures to enable faculty innovation in using new technologies should be developed by the end of spring semester.

ISIT Goal 9: This academic year. ISIT will provide input on specifications of the system and what resources need to be included.

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: __Program Review Committee__

Membership:

Billy Barnes (co-chair), Michael Brago, Kimberly Nickell, Anna Agenjo, Liz Rozell, Kristen Rabe, Meg Stidham, Jennifer Marden, Stephen Eaton (co-chair), Joyce Ester, Nan Gomez-Heitzeberg, Ann Morgan, Dan O'Connor.

Review of goals and accomplishments from previous year:

Completed reviewing and responding to all submitted program reviews.

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals	Academic Senate Goals
Implement new Annual Program Review	Enhance student success and strengthen the connection between planning and budgeting.	
Create and implement a timeline of committee assignments and reading schedule to quickly extract personnel requests.	Identify and post open faculty positions in a timely fashion.	
Create and implement a timeline and reading schedule to quickly inform the Academic Senate, College Council and the President of department budget requests.	Prepare and approve next year's budget in a more timely fashion.	
Participate as a liaison to programs, consulting as to the validity of program reviews and determine whether claims are well-supported and data informed.	Accountability and continuous quality improvement through data-informed decision-making.	

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Identify and report trends from all annual program reviews	Continuous quality improvement through data-informed decision-making.	
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Timeline: Verification of well-supported faculty position requests - October 18.
Verification of well-supported budget requests - November 12.

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: Staff Development Coordinating Committee (SDCC)

Membership:

Bonnie Suderman	Administrative Co-chair
Kimberly Hurd	Faculty Co-chair
Lucas Rucks	Classified Co-Chair
Karimeh Amin	Faculty, Behavioral Sciences
June Charles	Classified, Student Services
Amber Chiang	Public Information Office
Stephen Eaton	Administration, Instruction
Joyce Ester	Associate Vice President
Chris Hitchcock	Classified, Admissions & Records
Lisa Kent	Classified, Foundation
Richard Marquez	Faculty, English
Richard McCrow	Administration, Director of the Delano Center
Angela Mora	Classified, Public Safety
Shohreh Rahman	Faculty, Counseling

Review of goals and accomplishments from previous year:

Goal	Accomplishment
Establish a budget	President Chamberlin awarded SDCC with an annual budget of \$10,000 in November 2010. The budget has been set-up as follows: Special Speakers \$3000, Scholarship for Training \$2000, Staff Development Library \$1500, and \$3500 for supplies (also available for other needs).
Define campus expectations of SDCC	<i>Survey Monkey</i> was implemented in November 2010 and is used to determine the needs and wants of staff. This data from this tool provides SDCC with a direction as to which types of workshops are needed.
Provide training for professional growth	A series of workshops were held. They include the following: The Safe Space Program, Cross Training, Moral Education at BC, Recognizing and Responding to Distressed and Disruptive

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	<p>Students, Creating a Philosophy of Education, What's New in Your Classroom? (Media Services Forum), CA Perkins IV Nontraditional & Special Populations A Decade of Goals, Investing in Bakersfield College: Learning About Accreditation, Planning and preparing Grant Applications, Grant Writing Compliance, Making Cents of the budget Process at Bakersfield College, Meeting the Needs of Student Veterans, and Back in the Day.</p> <p>The following webinars were also offered: Student Veterans: Trending Issues for 2011, the A-Z's of Outcomes-Based Assessment: From Course Evaluations to Accreditation, Building Bridges to College Success with Latino First Generation College Students, and finally Women's Leadership: Gaining Power & Credibility with Emotional Intelligence.</p>
Staff Development Proposal Form	A draft proposal form for potential workshops was developed.
Workshop evaluations	In January 2011, a workshop evaluation questionnaire was drafted and incorporated into <i>Survey Monkey</i> . Upon completion of workshops, participants are sent a link to this evaluation, which provides immediate feedback to SDCC.
Online registrations	As of June 2010, workshop registration and flex forms were made available on the SDCC channel in Luminis.
SDCC reception	During the month of April, receptions hosted by SDCC were held on main campus and in Delano. These receptions resulted in recruitment of faculty representation and future workshop ideas and resulted in collegiality among staff members.

List goals for current year, including links to college goals and Academic Senate goals along with tentative timeline:

Committee Goals	College Goals	Academic Senate Goals
<p>1. SDCC Scholarship Program <i>Implement a scholarship program through SDCC using monies from the existing budget (\$1000 per semester). This program would allow staff to apply for reimbursement of workshop costs (up to \$100). This goal links to college goal # 1 – Student Excellence.</i></p>	<p>1. Student Excellence <i>Develop and implement prerequisites, placement, and retention strategies to improve student success in transfer and CTE programs. Continue to encourage student excellence by addressing basic skills at all levels of academic and student services.</i></p>	<p><i>To be developed</i></p>
<p>2. Communication <i>Continue to advertise workshops developed, supported, and promoted by this committee through the SDCC channel in Luminis. This goal links to college goal #2 - Communication.</i></p>	<p>2. Communication <i>Foster an environment of expanded awareness emphasizing collaboration, consultation, and communication within the college and with external constituents.</i></p>	
<p>3. Training Workshops <i>Continue to offer workshops that will benefit staff by offering training sessions; that will facilitate discussion; and increase collegiality between staff, faculty and administrators alike This goal links to college goals 1 and 3 – Student Excellence and Oversight & Accountability.</i></p>	<p>3. Oversight & Accountability <i>Provide annual training to collegewide committees, departments, programs, and staff/student organizations to ensure the college shared governance structure operates effectively.</i></p>	
<p>4. FLEX Reporting <i>Improve FLEX reporting by altering FLEX forms and the reporting process. This goal links to college goal #3 – Oversight & Accountability.</i></p>	<p>4. Fiscal Responsibility <i>Adopt, implement, and evaluate a budget development process that maximizes transparency.</i></p>	
<p>5. Self-Evaluation & Accountability <i>Continue to send out and analyze survey forms from workshop participants. The goal is to ensure SDCC is meeting its charge and serving the needs of staff members. Keep track of workshop attendance and enrollments through the CMS. This goal links to college goal #3 – Oversight & Accountability.</i></p>	<p>5. Facilities <i>Implement strategies for effective maintenance and beautification of existing and future college facilities that support programs and services.</i></p>	
	<p>6. Image</p>	

	<i>Create an environment where all staff and students can effectively serve as ambassadors to market the strengths of the college.</i>	
	7. Linkages Implement and assess the Annual Program Review process.	
	<i>Assess, share, and report to the college community progress on each of the goals.</i>	

Timeline:

Goal 1: SDCC Scholarships

- Have a completed scholarship application form available to BC staff by October 1, 2011.
- Award money to recipients as applications are accepted and reviewed throughout the fall and spring semesters.

Goal 2: Communication

- SDCC began communications with BC staff in August and will continue to do so on a continuous basis for the current school year.

Goal 3: Training Workshops

- Seek input as to what workshops staff would like to see offered and begin scheduling for the spring 2012.

Goal 4: FLEX Reporting

- Continue to explore the idea of implementing a new FLEX process during the fall semester.
- Provide training to staff in early spring to allow for FLEX reporting in May 2012.

Goal 5: Self-Evaluation & Accountability

- This is happening on a continuing basis and will continue to do so throughout the academic year.

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Winter Report

Due December 1, 2011

Committee Name: _____

Membership:

List of completed committee goals, with completion date and notes:

List of goals in progress, with disposition and timeline:

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

September 5, 2011

Collegewide Committee Report

Spring Report

Due April 1, 2012

Committee Name: _____

Membership:

Review of committee goals and completion/status:

Key findings and implications:

Plans for next year:

Looking ahead - What's on the horizon?

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Fall Report

Due September 30, 2011

Committee Name: **Self Evaluation Committee**

Membership:

<u>Administration</u> Suderman, Bonnie – Co-chair Greg Chamberlain Joyce ester Steven Eaton Ann Morgan Laura Lorigo Primavera Arvizu Paula Bray Todd Coston LaMont Schiers Dan O'Connor Mary Jo Pasek Rich McCrow Angelica Gomez Sue Vaughn Vanessa Hernandez Hannah Eglan Mike Stepanovich Cindy Collier Joyce Coleman Hamid Eydgahi Gail Summerford Joan Wegner	<u>Faculty</u> Becky Mooney – Co-chair Kathy Rosellini David Koeth Jennifer Johnson Barbara Braid Nancy Guidry Leah Carter Phil Whitney Tim Bohan John Hart Tom Moran Mark Staller Sue Granger-Dixon Shohreh Rahman Christian Parker Kyle Loughman Bernadette Towns Bryan Hirayama Lora Larkin Jack Pierce Pam Davis Ron Kean Ann Tatum Brad Stiles Nick Strobel Hillary Neumeister Luis Guajardo Maritza Salgueiro-Carlisle Carl Dean Vera Diaz Skip Hill Bryan Hirayama Susan Pinza Patricia Thompson Lynn Krausse Cynthia Powell Kathy Hairfield Bonita Lopez Mike Daniel Randy Beeman] Brent Damron Danny Edwards Greg Cluff Dan Kimball Nick Strobel Creighton Magers	<u>SGA</u> <u>Classified</u> Heidi Gilliard Diane Allen Jennifer Marden Kristin Rabe Don Birdwell Della Navarro Adie Geiser Manuel DeLosSantos Tracy Lovelace
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September 5, 2011

Friday, Sept 23, 10:30-11:30
Response to Recommendations DUE (Bring concerns)

Thursday, Oct 6 from 3:00-4:00
Info need for surveys DUE

Tuesday, Nov 1
Info from surveys (approx date)

Thursday, Nov. 10, 3:00-5:00
Rough Draft of Report DUE in Shared Document (SharePoint)

Monday, Nov 21
REPORTS DUE

Tuesday, Nov 29
E-copy DUE (Report emailed to Accreditation Steering Committee)

Tuesday, Dec 6
Report formally submitted to Accreditation Steering Committee

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Winter Report

Due December 1, 2011

Committee Name: _____

Membership:

List of completed committee goals, with completion date and notes:

List of goals in progress, with disposition and timeline:

Send as attachment to both listservs: bc_collegecouncil and bc_acadsen.

Collegewide Committee Report

Spring Report

Due April 1, 2012

Committee Name: _____

Membership:

Review of committee goals and completion/status:

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September 5, 2011