

Bakersfield College

Program Review – Annual Update 2015

I. Program Information:

Program Name:

Program Type: Instructional Student Affairs 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:

Program Mission Statement:

II. 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.

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)	Comments
1.	<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	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input type="checkbox"/> Ongoing: _____ (Date)	
2.	<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	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input type="checkbox"/> Ongoing: _____ (Date)	

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)	Anticipated Results
	<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	

III. Trend Data Analysis:

Highlight *any significant changes* in the following metrics and discuss what such changes mean to your program.

- A. Changes in student demographics (gender, age and ethnicity).
- B. Changes in enrollment (headcount, sections, course enrollment and productivity).
- C. Success and retention for face-to-face, as well as online/distance courses.
- D. Changes in the achievement gap and disproportionate impact (Equity).
- E. Other program-specific data that reflects significant changes (*please specify or attach*). All Student Affairs and Administrative Services should respond.

IV. Program Assessment (focus on most recent year):

- A. How did your outcomes assessment results inform your program planning? Use bullet points to organize your response.
- B. How did your outcomes assessment results inform your resource requests? The results should support and justify resource requests.
- C. 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).
- D. How do the program learning outcomes or Administrative Unit Outcomes align with Institutional Learning Outcomes? All Student Affairs and Administrative Services should respond.

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.

- E. Describe *any significant changes* in your program’s strengths since last year.
- F. Describe *any significant changes* in your program’s weaknesses since last year.
- G. If applicable, describe any unplanned events that affected your program.

V. Assess Your Program's Resource Needs: 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?

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.

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

VI. 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.

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

- 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: _____