

October 2, 2012

To: Dr. Steve Kinsella, Chair
Ms. Angie Oropeza, Team Assistant
Accreditation Visiting Team Members

Cc: Dr. Barbara Beno, Executive Director, ACCJC

From: Nan Gomez-Heitzeberg, Interim President
Dr. Bonnie Suderman, Dean of Instruction and ALO

Re: Developments since the completion of the Self Evaluation Report

The purpose of this memo is to provide updates on major components of the college's work since the completion of the Self Evaluation Report in April 2012 and to provide some additional relevant information and evidence.

Standard I.A. Mission

The College reviewed and revised its mission statement in spring 2012. The Strategic Plan identifies the new mission and outlines the process. (Addendum I.A.1)

Standard I.B. Improving Institutional Effectiveness

The College compiled the Educational Master Plan for 2012-15. (Addendum 1.B.1)

The College completed a full improvement and evaluation cycle with the new Annual Program Review from 2011-12 to 2012-13; improved processes and forms are on the APR web page. (Addendum 1.B.1a)

I.B.2. The Bakersfield College Strategic Plan Work Group (SPWG) formed in spring 2012 and used the Bakersfield College Goals Work Group information in developing the 2012-15 Bakersfield College Strategic Plan. (Addendum I.B.2)

I.B.3. The improved 2012-13 trend data provided for Annual Program Reviews includes bar charts and graphs for demographic, productivity, and outcomes data, including graphs showing 5-year trends of retention and success for traditional versus distance education courses. (Addendum I.B.3)

I.B.5. The College is conducting a Consequential Validity Study for the same areas that were covered previously (academic development, English, English as a Second Language, and mathematics) during fall 2012. (Addendum I.B.5)

Standard II.A. Instructional Programs

Actionable Improvement Plan 2

Online Tutoring

In summer 2012, Bakersfield College piloted a tutoring program for online students. The program was conceptualized to give online students the same access to the Writing Center services as all other students. This pilot utilized the Writing Center and provided online writing support for a small number of students taking a summer online course. This program continued into the fall semester, expanding support to remote access students who need help with the writing process. To access online tutoring, students register for a tutoring appointment as they would for a face to face tutoring session in the Writing Center. Registration for a session may be done online or in person. The Writing Center provides training for online access and sessions are run through CCC Confer using a webcam. Students are able to work directly with a trained writing consultant, with visual access to both the consultant and the paper.

(Addendum AIP2)

Two governance committees have developed annual goals to impact student success in distance education. ISIT (Information Systems and Instructional Technology) included an annual goal to develop best practices in online instruction, and SDCC (Staff Development Coordinating Council) has a goal to increase staff development opportunities for online instructors. (Addendum II.A; Addendum II.A.1)

II.A.2.c. In spring 2012 a process to ensure that all courses are updated was established.

Approximately four hundred courses were identified and over the past two years the Curriculum Committee undertook an intensive effort to review dated courses and also input all courses into a new software system, CurricUNET. The Curriculum Committee instituted steps to speed up the review and approval process, including training at the department level and the creation of a home-grown curriculum tracking software system. This system has facilitated the review of curriculum and served to address problems that arose during the implementation process. The Curriculum Committee is making steady progress in addressing the backlog of courses.

In fall 2012 the curriculum clerical support position was filled. Training for the new position began in the second week of October. A new technical position for CurricUNET has been added at the district. The position will provide district-wide support, including a help desk function. With the addition of these positions, the college is expected to better utilize the software in tracking and updating curriculum.

Standard II.B.

Actionable Improvement Plan #3

In an effort to assess the student services needs of the student population and the matriculation process in particular, the college will be working with a group of consultants in fall 2012. In summer 2012, the Associate Vice President of Student Services, working with the President, student services staff and facilities personnel, completed a review of the latest plans to remodel the Student Services building into a

one-stop center. The remodel plan is now part of the prioritized facilities list that has been reviewed by the Facilities Committee and College Council. (Addendum AIP 3)

II.B.1.

Registration Planning and Degree Audits

Although Bakersfield College has utilized the CAPP What-If Degree Audit program for a number of years, it did not include all of the features that would help students to plan their registrations and reach their educational goals in the most effective manner. It also lacked the reporting functions that would enable faculty chairs and deans to see how many students were likely to need specific courses each semester.

To address these deficiencies, the Kern Community College District purchased the DegreeWorks program in spring 2012. The degree audit and what-if portions of the program have been developed, the scripts have been written, and intensive testing for accuracy and completeness are underway. Demonstrations have been offered to academic and student services administrators, counselors, and educational advisors. These functions are scheduled to be available to students later this fall. By fall 2013, templates for educational planning purposes are scheduled to be completed for student use and reports are scheduled to be available for planning and scheduling purposes. (Addendum II.B.1; Addendum II.B.2; Addendum II.B.3)

Standard III.B. Physical Resources

Actionable Improvement Plan #5

The college purchased and is implementing Maintenance Direct (School Dude) to assign and track work. Trainings are being provided to those using the software most directly. In summer, 2012 the college assigned a new Executive Director for Administrative Services and a new Maintenance and Operations Manager. In depth work such as room repairs, cleaning restrooms, painting, and roof repair was completed. In addition, the Facilities Committee has prioritized improvement projects and new construction. (Addendum AIP 5; Addendum AIP 5a)

Standard IV.A.5 Decision Making Roles

College Council Evaluation

College Council completed an evaluation in spring 2012. The results are now posted on the College Council website. (Addendum IV.A)