

Collegewide Committees 2013-14 Fall Report Summary	Student Success	Professional Development	Communication	Facilities, Infrastructure & Technology	Oversight & Accountability	Integration
	<i>Become an exemplary model of student success by developing and implementing best practices.</i>	<i>Provide relevant, timely professional growth opportunities to enhance the effectiveness of our employees and institution.</i>	<i>Enhance collaboration, consultation, and communication within the college and with external constituents.</i>	<i>Improve maintenance of college facilities and infrastructure.</i>	<i>Improve oversight, accountability, sustainability, and transparency in all college processes.</i>	<i>Implement and evaluate existing major planning processes.</i>
Accreditation Steering Committee (ASC)		X	X		X	X
Assessment Committee		X	X		X	
Budget Committee						
Curriculum Committee	X	X	X	X	X	X
Equal Opportunity & Diversity Advisory Committee (EODAC)						
Enrollment Management Committee						
Facilities Committee						
Information Systems & Instructional Technology (ISIT)	X	X	X	X	X	X
Program Review Committee (PRC)	X	X	X	X	X	X
Safety Committee		X	X	X	X	
Staff Development Coordinating Council (SDCC)	X	X	X		X	X

Committee Name	Accreditation Steering Committee (ASC) Fall 2013
Co-Chairs	Nan Gomez-Heitzeberg, admin; Kate Pluta, faculty
Committee Members	Faculty: vacant (CTE), Odella Johnson (Basic Skills), Sue Granger-Dickson (Student Services), Kirk Russell (Library), Andrea Garison (At Large), vacant (Assessment Liaison), Rachel Vickrey (General Education), Kimberly Nickell (PRC liaison); Admin: Bonnie Suderman (Instructional), vacant (Student Services, Facilities), Todd Coston (Information Technology); Lisa Fitzgerald (Institutional Research); Classified: Jennifer Marden and Shannon Musser; vacant (Student).
Committee Charge	Under review with College President (meeting scheduled for October 21).
College Goal 2: Professional Development	Provide relevant, timely professional growth opportunities to enhance the effectiveness of our employees and institution.
Committee Goal	Create workshop or presentation on the accreditation process and the new ACCJC accreditation standards.
Action Plan	When revised standards become available, review key points.
Timeline	Spring 2014.
Committee Goal	Establish framework for college community to discuss ACCJC report and college response.
Action Plan	We will receive report of ACCJC action in late January or early February. We will prepare a plan of action: News of reaffirmation will lead to an end-of-year acknowledgement and celebration--and planning for the Midterm Report. Should we receive any type of sanction, we will gear up just as we did for the Follow-Up Report.
Timeline	Spring 2014.
College Goal 3: Communication	Enhance collaboration, consultation, and communication within the college and with external constituents.
Committee Goal	Create brochure for Follow-Up report and visit.
Action Plan	Follow-Up Report Project Manager Bonnie Suderman asked leads for Recommendations 1-8 to summarize recommendations briefly and include talking points.
Timeline	Presented to College Council September 20, 2013. Posted to accreditation website.
Committee Goal	Continue to keep college community in the accreditation loop.
Action Plan	ASC will create a newsletter to inform college community of progress in accreditation and the follow-up visit.
Timeline	Distributed following ACCJC response to Follow-Up Report.
College Goal 5: Oversight & Accountability	Improve oversight, accountability, sustainability, and transparency in all college processes.
Committee Goal	Create a structure and process to review and monitor progress on Actionable Improvement Plans and accreditation recommendations.
Action Plan	Present recommendation to College Council.
Timeline	Late fall 2013 and early spring 2014.
Committee Goal	Lay the groundwork for the Midterm Report.
Action Plan	Review ACCJC requirements, set up organization and evidence collection plan.

Timeline	Spring 2014.
College Goal 6: Integration	Implement and evaluate existing major planning processes.
Committee Goal	Evaluate Self Evaluation and Follow-Up Report processes.
Action Plan	Create survey, analyze results, conduct focus groups as needed, share with college community.
Timeline	Administer survey the second week in November following the Follow-Up visit in late October. Analyze and share results early spring 2014.

Committee Name	Assessment
Co-Chairs	Bonie Suderman, John Carpenter
Committee Members	Emmanuel Mourtzanos, Pam Davis, Dawn Dobie, Bryan Hirayam, David Koeth, Susan McQuerrey, Denise Mitchell, David Neville, Bernadette Towns, Christian Zoller, Conor Whelan, Karimeh Amin, Michele, Begendik, Edie Nelson, Maria Ramirez
Committee Charge	Coordinates all Student Learning Outcomes Assessment.
College Goal 2: Professional Development	
Committee Goal	Provide professional development opportunities for classified, faculty, and administrators that will further the effectiveness of our existing assessment work
Action Plan	<ul style="list-style-type: none"> • Think Tank - Faculty Learning Communities on the Writing Rubric and writing and grading strategies • Support Group - Pair with the existing Curriculum Support Group meetings to provide curricUNET training • Department District Connections - Sponsor discussion between campuses for at least one department in order to promote inner-district work on the assessment cycle • Work with ATD data team to strengthen the link between the assessment results/data and decisions or requests based upon those results/data
Timeline	Fall 2013, Spring 2014
College Goal 3: Communication	
Committee Goal	Move Assessment into being positively connected to student success
Action Plan	<ol style="list-style-type: none"> 1. Provide video clips of participants and their effective assessment processes 2. Increase the use of the Assessment BLOG 3. Develop an effective method to push out assessment information—InsideBC? 4. Evaluate use of the reception—do we do it again? make changes? do something different?
Timeline	Spring 2014
College Goal 5: Oversight & Accountability	
Committee Goal	Meet compliance requirements
Action Plan	<p>Approve SLOs within the curriculum process in a timely, effective manner</p> <p>Maintain 100% completion of program and course assessments</p> <p>Complete GE assessments</p>
Timeline	Fall, 2013, Spring 2014

Committee Name	Curriculum
Co-Chairs	Billie Jo Rice and John Carpenter
Committee Members	Adjunct Representative - Cari Meyer; Academic Development - Kimberly Van Horne; Agriculture - Lindsay Ono; Allied Health - Kathy Hairfield; Art - Emily Maddigan; Behavioral Sciences - John Carpenter; Biological Sciences - Leslie Reiman; Business Mgt. & Info. Tech - Creighton Majers; Communication - Mark Staller; Engineering & Industrial Tech - Sean Caras; English - Paula Parks; ESL - Elizabeth Rodacker; FACE - Brenda Nyagwachi; Fire Tech - Tim Capehart; Foreign Language/ASL - Qiu Jimenez; Health & Physical Education - Carl Dean; Library - Dawn Dobie; Math - Arnie Andrasian; Nursing - Jennifer Johnson; Performing Arts - Randall Messick; Philosophy - Michael McNellis; Physical Science - Mike Daniel; Social Science - Mike Harvath; Student Services - Sue Granger-Dickson; SGA - Edwin Borbon; Members-at-large - Brent Damron & Nick Strobel; wAdministrators - Liz Rozell & Sue Vaughn
Committee Charge	The Curriculum Committee is a standing governance committee that functions as vital subcommittee of the Academic Senate. The primary purpose of this committee is to ensure that curriculum is consistent with the mission of the college, addresses the needs of students and the community, and meets the requirements of law and regulation. Curriculum includes programs of study (degrees and certificates) and individual courses. As such, it must support strong transfer and vocational programs and include a strong general education program as the foundation upon which students build.
College Goal 1: Student Success	
Committee Goal #1	Provide the knowledge and training necessary to accomplish the approval and renewal of curriculum.
Action Plan	Provide campus wide training on the origination, modification, deletion, and review of curriculum. In addition to maintenance of the Curriculum Committee website to provide access to curriculum resources.
Timeline	2013-2014
Committee Goal #2	Adress process issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with the Program Review Committee and the Assessment Committee to determine strengths and weaknesses of the curriculum implementation and review process.
Timeline	2013-2014
Committee Goal #3	Adress technological (i.e., CurricUNET) issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with IT department in addressing CurricUNET issues to ensure that faculty have access to CurricUNET and have the necessary knowledge to utilize CurricUNET.
Timeline	2013-2014
College Goal 2: Communication	
Committee Goal #1	Provide the knowledge and training necessary to accomplish the approval and renewal of curriculum.

Action Plan	Provide campus wide training on the origination, modification, deletion, and review of curriculum. In addition to maintenance of the Curriculum Committee website to provide access to curriculum resources.
Timeline	2013-2014
Committee Goal #2	Address process issues that impeding the approval and renewal of curriculum.
Action Plan	Work closely with the Program Review Committee and the Assessment Committee to determine strengths and weaknesses of the curriculum implementation and review process.
Timeline	2013-2014
Committee Goal #3	Address technological (i.e., CurricUNET) issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with IT department in addressing CurricUNET issues to ensure that faculty have access to CurricUNET and have the necessary knowledge to utilize CurricUNET.
Timeline	2013-2014
College Goal 3: Facilities & Infrastructure	
Committee Goal #3	Address technological (i.e., CurricUNET) issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with IT department in addressing CurricUNET issues to ensure that faculty have access to CurricUNET and have the necessary knowledge to utilize CurricUNET.
Timeline	2013-2014
College Goal 4: Oversight & Accountability	
Committee Goal #1	Provide the knowledge and training necessary to accomplish the approval and renewal of curriculum.
Action Plan	Provide campus wide training on the origination, modification, deletion, and review of curriculum. In addition to maintenance of the Curriculum Committee website to provide access to curriculum resources.
Timeline	2013-2014
Committee Goal #2	Address process issues that impeding the approval and renewal of curriculum.
Action Plan	Work closely with the Program Review Committee and the Assessment Committee to determine strengths and weaknesses of the curriculum implementation and review process.
Timeline	2013-2014
Committee Goal #3	Address technological (i.e., CurricUNET) issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with IT department in addressing CurricUNET issues to ensure that faculty have access to CurricUNET and have the necessary knowledge to utilize CurricUNET.
Timeline	2013-2014
College Goal 5: Integration	
Committee Goal #1	Provide the knowledge and training necessary to accomplish the approval and renewal of curriculum.

Action Plan	Provide campus wide training on the origination, modification, deletion, and review of curriculum. In addition to maintenance of the Curriculum Committee website to provide access to curriculum resources.
Timeline	2013-2014
Committee Goal #2	Adress process issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with the Program Review Committee and the Assessment Committee to determine strengths and weaknesses of the curriculum implementation and review process.
Timeline	2013-2014
Committee Goal #3	Adress technological (i.e., CurricUNET) issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with IT department in addressing CurricUNET issues to ensure that faculty have access to CurricUNET and have the necessary knowledge to utilize CurricUNET.
Timeline	2013-2014
College Goal 6: Professional Development	
Committee Goal #1	Provide the knowledge and training necessary to accomplish the approval and renewal of curriculum.
Action Plan	Provide campus wide training on the origination, modification, deletion, and review of curriculum. In addition to maintenance of the Curriculum Committee website to provide access to curriculum resources.
Timeline	2013-2014
Committee Goal #2	Adress process issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with the Program Review Committee and the Assessment Committee to determine strengths and weaknesses of the curriculum implementation and review process.
Timeline	2013-2014
Committee Goal #3	Adress technological (i.e., CurricUNET) issues that are impeding the approval and renewal of curriculum.
Action Plan	Work closely with IT department in addressing CurricUNET issues to ensure that faculty have access to CurricUNET and have the necessary knowledge to utilize CurricUNET.
Timeline	2013-2014

Committee Name	Facilities Committee
Co-Chairs	Jim Coggins
Committee Members	Cheryl Caswell, Tina Chamberlain, Todd Coston, Chris Counts, Nan Gomez-Heitzeberg, Pam Kelly, Tarina Perry, Kristin Rabe, Craig Rouse, Pat Thompson, SGA rep TBD
Committee Charge	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.
College Goal 1: Student Success	Become an exemplary model of student success by developing and implementing best practices.
Committee Goal	Update and modernize facilities and technology in the classroom.
Action Plan	Proceed with the campus summer projects. With the up grading of class rooms with paint, flooring, window treatments and electrical. We also need to upgrade technology at the same time
Timeline	A couple buildings each summer as budget permits.
Committee Goal	Identify collegewide learning environment and operational space needs.
Action Plan	Work with Faculty, Classified, and Administrators identifying how to improve the use of space.
Timeline	Needs to be evaluated each year for best use of space.
College Goal 2: Professional Development	Provide relevent, timely professional growth opportunities to enhance the effectiveness of our employees and institution.
Committee Goal	Provide more training to staff for the work order system.
Action Plan	Schedule training through out the year for staff. This will allow the campus to see the full potential of the School Dude program
Timeline	Continual training through out the year.
College Goal 3: Communication	Enhance collaboration, consultation, and communication within the college and with external constituents.
Committee Goal	Scheduling
Action Plan	Look into different scheduling tools (Tarina and Kristin)
Timeline	Bring result or recommendations to the Febuary committee meeting
College Goal 4: Facilities and Infrastructure	Improve maintenance of college facilities and infrastructure

Committee Goal	Upgrade and refresh facilities, infrastructure, and technology and move to a goal of developing a scheduled maintenance plan.
Action Plan	The campus infrastructure is in the process of being replaced. Starting with the gas and water line underground replacement. This will also encompass a part of the ADA transition plan. The central Chiller plant replacement project will start this winter.
Timeline	Should be completed within the next year
Committee Goal	Update Facilities Scheduled Maintenance Plan
Action Plan	This will be part of the facilities space needs. We will work with Faculty, Classified, and Administrators to help prioritize projects throughout the campus
Timeline	This will be done on a continual basis

Committee Name	Information Services and Instructional Technology
Co-Chairs	Nick Strobel and Todd Coston
Committee Members	Judy Ahl, Primavera Arvizu, Tim Bohan, Leah Carter, Amber Chiang, Greg Cluff, Brent Damron, Manuel Fernandez, Heidi Forsythe, John Hart, Tracy Lovelace, Gabi Martin, Richard McCrow, Matthew Garrett, Erin Miller, Bill Moseley, Isabel Stierle, Kristin Rabe, Kirk Russell, Ron Schott
Committee Charge	<ol style="list-style-type: none"> 1. Recommend campus-wide technology policy and procedures. 2. Determine and monitor campus software and hardware standards. 3. Allocate technology resources. 4. Review all significant technology projects. 5. Determine and monitor procedures for obtaining technology services. 6. Establish a system of communication between users, district and campus technology resources, and the Academic Senate. 7. Assess how well the implementation of new technology resources support institutional goals and improve student success. (new this year)
College Goal 1: Student Success	
Committee Goal #1	Help with the implementation of SARS-ALRT, the at-risk student flag system for all of our courses.
Action Plan	Create a "SARS-ALRT Response Team" task force of instructional faculty and counselors + IT + DSPS + other student services personnel.
Timeline	C6 grant departments pilot SARS-ALRT starting in mid-Fall (at earliest). Response team form in Spring 2014.
Committee Goal #2	Implement the work plan coming out of the Sloan Conference in April 2013 and make sure we have the personnel support and training to more effectively use technology in a way leading to more student success.
Action Plan	<ol style="list-style-type: none"> a. Todd Coston is the lead for "Increase support/infrastructure for online classes". ISIT will help develop the plan for supporting our online courses (staff, training, whatever else we need) and the orientation for online students (this is part of a bigger initiative to create an orientation online for several of our areas including the standard matriculation orientation, ISIT will identify the components needed for the orientation). b. Bill Moseley is the lead for "Increase technology use in the classroom". ISIT will provide oversight and be the primary sounding board for his 0.4 load as Faculty Director of Technology, Innovation, and Professional Development to increase student success in online classes and to improve technology use on campus and online. c. Leah Carter is the lead in the section called "Increase the number of students participating in online classes".

Timeline	<p>Throughout this year. See "Faculty Director of Technology, Innovation, and Prof. Dev. charge" document on the ISIT Committee website for Bill Moseley's action plan.</p> <p>There will be a tool for orientations in any type of class in place sometime this fall semester. Cerro Coso is using an online tool for their orientations that we'd like to use for our online mode of orientations (alongside the face-to-face orientations we will continue to offer).</p>
Committee Goal #3	Continue to advocate for granting waitlisted students equal access to their online and face-to-face classes as the enrolled students.
Action Plan	Academic Senate president will continue discussions with Cerro Coso and Porterville. In the meantime use the partial workarounds for Moodle and InsideBC (Course Studio) posted on the ISIT faculty co-chair's site.
Timeline	
College Goal 2: Professional Development	
Committee Goal	Implement the work plan coming out of the Sloan Conference in April 2013 and make sure we have the personnel support and training to more effectively use technology in a way leading to more student success.
Action Plan	<p>a. Todd Coston is the lead for "Increase support/infrastructure for online classes". ISIT will help develop the plan for supporting our online courses (staff, training, whatever else we need) and the orientation for online students (this is part of a bigger initiative to create an orientation online for several of our areas including the standard matriculation orientation, ISIT will identify the components needed for the orientation).</p> <p>b. Bill Moseley is the lead for "Increase technology use in the classroom". ISIT will provide oversight and be the primary sounding board for his 0.4 load as Faculty Director of Technology, Innovation, and Professional Development to increase student success in online classes and to improve technology use on campus and online.</p> <p>c. Leah Carter is the lead in the section called "Increase the number of students participating in online classes".</p>
Timeline	<p>Throughout this year. See "Faculty Director of Technology, Innovation, and Prof. Dev. charge" document on the ISIT Committee website for Bill Moseley's action plan.</p> <p>There will be a tool for orientations in any type of class in place sometime this fall semester. Cerro Coso is using an online tool for their orientations that we'd like to use for our online mode of orientations (alongside the face-to-face orientations we will continue to offer).</p>
College Goal 3: Communication	
Committee Goal #4	Use the new APR Technology Request form and fix what needs fixing in the information-gathering + decision-making processes. Assess technology usage.
Action Plan	

Timeline	<p>ISIT form requests given to ISIT starting in October.</p> <p>ISIT prioritizes requests in November and delivers final prioritization and budget figures at December meeting.</p> <p>Campuswide survey of technology usage and needs in March or April 2014.</p>
Committee Goal #5	Provide input in the development of the new BC website.
Action Plan	See the current version of the new BC website by clicking the BC Centennial logo at the top of any committee's page on the new Committees website. Demo of website at October meeting. New website is scheduled to "go live" in early January. Website is part of a districtwide unified web platform being developed by the district web development team headed by Dave Barnett.
Timeline	October and November
Committee Goal	Help with the implementation of SARS-ALRT, the at-risk student flag system for all of our courses.
Action Plan	Create a "SARS-ALRT Response Team" task force of instructional faculty and counselors + IT + DSPS + other student services personnel.
Timeline	C6 grant departments pilot SARS-ALRT starting in mid-Fall (at earliest). Response team form in Spring 2014.
Committee Goal	Use the new APR Technology Request form and fix what needs fixing in the information-gathering + decision-making processes. Assess technology usage.
Action Plan	
Timeline	<p>ISIT form requests given to ISIT starting in October.</p> <p>ISIT prioritizes requests in November and delivers final prioritization and budget figures at December meeting.</p> <p>Campuswide survey of technology usage and needs in March or April 2014.</p>
College Goal 4: Facilities and Infrastructure	
Committee Goal	Implement the work plan coming out of the Sloan Conference in April 2013 and make sure we have the personnel support and training to more effectively use technology in a way leading to more student success.

Action Plan	<p>a. Todd Coston is the lead for "Increase support/infrastructure for online classes". ISIT will help develop the plan for supporting our online courses (staff, training, whatever else we need) and the orientation for online students (this is part of a bigger initiative to create an orientation online for several of our areas including the standard matriculation orientation, ISIT will identify the components needed for the orientation).</p> <p>b. Bill Moseley is the lead for "Increase technology use in the classroom". ISIT will provide oversight and be the primary sounding board for his 0.4 load as Faculty Director of Technology, Innovation, and Professional Development to increase student success in online classes and to improve technology use on campus and online.</p> <p>c. Leah Carter is the lead in the section called "Increase the number of students participating in online classes".</p>
Timeline	<p>Throughout this year. See "Faculty Director of Technology, Innovation, and Prof. Dev. charge" document on the ISIT Committee website for Bill Moseley's action plan.</p> <p>There will be a tool for orientations in any type of class in place sometime this fall semester. Cerro Coso is using an online tool for their orientations that we'd like to use for our online mode of orientations (alongside the face-to-face orientations we will continue to offer).</p>
Committee Goal	Use the new APR Technology Request form and fix what needs fixing in the information-gathering + decision-making processes. Assess technology usage.
Action Plan	
Timeline	<p>ISIT form requests given to ISIT starting in October.</p> <p>ISIT prioritizes requests in November and delivers final prioritization and budget figures at December meeting.</p> <p>Campuswide survey of technology usage and needs in March or April 2014.</p>
College Goal 5: Oversight & Accountability	
Committee Goal #6	Re-allocate computers to office desktops using criteria for a multi-tiered allocation scheme that takes into account that some "power users" need more powerful hardware than other users.
Action Plan	
Timeline	Preliminary work on criteria in November's technology request discussions and finalize criteria in Spring 2014. Continue trickle down of computer lab computers to office desktops throughout year.
Committee Goal	Help with the implementation of SARS-ALRT, the at-risk student flag system for all of our courses.
Action Plan	Create a "SARS-ALRT Response Team" task force of instructional faculty and counselors + IT + DSPPS + other student services personnel.

Timeline	C6 grant departments pilot SARS-ALRT starting in mid-Fall (at earliest). Response team form in Spring 2014.
Committee Goal	Implement the work plan coming out of the Sloan Conference in April 2013 and make sure we have the personnel support and training to more effectively use technology in a way leading to more student success.
Action Plan	<p>a. Todd Coston is the lead for "Increase support/infrastructure for online classes". ISIT will help develop the plan for supporting our online courses (staff, training, whatever else we need) and the orientation for online students (this is part of a bigger initiative to create an orientation online for several of our areas including the standard matriculation orientation, ISIT will identify the components needed for the orientation).</p> <p>b. Bill Moseley is the lead for "Increase technology use in the classroom". ISIT will provide oversight and be the primary sounding board for his 0.4 load as Faculty Director of Technology, Innovation, and Professional Development to increase student success in online classes and to improve technology use on campus and online.</p> <p>c. Leah Carter is the lead in the section called "Increase the number of students participating in online classes".</p>
Timeline	<p>Throughout this year. See "Faculty Director of Technology, Innovation, and Prof. Dev. charge" document on the ISIT Committee website for Bill Moseley's action plan.</p> <p>There will be a tool for orientations in any type of class in place sometime this fall semester. Cerro Coso is using an online tool for their orientations that we'd like to use for our online mode of orientations (alongside the face-to-face orientations we will continue to offer).</p>
Committee Goal	Continue to advocate for granting waitlisted students equal access to their online and face-to-face classes as the enrolled students.
Action Plan	Academic Senate president will continue discussions with Cerro Coso and Porterville. In the meantime use the partial workarounds for Moodle and InsideBC (Course Studio) posted on the ISIT faculty co-chair's site.
Timeline	
Committee Goal	Use the new APR Technology Request form and fix what needs fixing in the information-gathering + decision-making processes. Assess technology usage.
Action Plan	
Timeline	<p>ISIT form requests given to ISIT starting in October.</p> <p>ISIT prioritizes requests in November and delivers final prioritization and budget figures at December meeting.</p> <p>Campuswide survey of technology usage and needs in March or April 2014.</p>
Committee Goal	Provide input in the development of the new BC website.

Action Plan	See the current version of the new BC website by clicking the BC Centennial logo at the top of any committee's page on the new Committees website. Demo of website at October meeting. New website is scheduled to "go live" in early January. Website is part of a districtwide unified web platform being developed by the district web development team headed by Dave Barnett.
Timeline	October and November
College Goal 6: Integration	
Committee Goal	Help with the implementation of SARS-ALRT, the at-risk student flag system for all of our courses.
Action Plan	Create a "SARS-ALRT Response Team" task force of instructional faculty and counselors + IT + DSPS + other student services personnel.
Timeline	C6 grant departments pilot SARS-ALRT starting in mid-Fall (at earliest). Response team form in Spring 2014.
Committee Goal	Implement the work plan coming out of the Sloan Conference in April 2013 and make sure we have the personnel support and training to more effectively use technology in a way leading to more student success.
Action Plan	a. Todd Coston is the lead for "Increase support/infrastructure for online classes". ISIT will help develop the plan for supporting our online courses (staff, training, whatever else we need) and the orientation for online students (this is part of a bigger initiative to create an orientation online for several of our areas including the standard matriculation orientation, ISIT will identify the components needed for the orientation). b. Bill Moseley is the lead for "Increase technology use in the classroom". ISIT will provide oversight and be the primary sounding board for his 0.4 load as Faculty Director of Technology, Innovation, and Professional Development to increase student success in online classes and to improve technology use on campus and online. c. Leah Carter is the lead in the section called "Increase the number of students participating in online classes".
Timeline	Throughout this year. See "Faculty Director of Technology, Innovation, and Prof. Dev. charge" document on the ISIT Committee website for Bill Moseley's action plan. There will be a tool for orientations in any type of class in place sometime this fall semester. Cerro Coso is using an online tool for their orientations that we'd like to use for our online mode of orientations (alongside the face-to-face orientations we will continue to offer).
Committee Goal	Continue to advocate for granting waitlisted students equal access to their online and face-to-face classes as the enrolled students.
Action Plan	Academic Senate president will continue discussions with Cerro Coso and Porterville. In the meantime use the partial workarounds for Moodle and InsideBC (Course Studio) posted on the ISIT faculty co-chair's site.
Timeline	

Committee Goal	Use the new APR Technology Request form and fix what needs fixing in the information-gathering + decision-making processes. Assess technology usage.
Action Plan	
Timeline	ISIT form requests given to ISIT starting in October. ISIT prioritizes requests in November and delivers final prioritization and budget figures at December meeting. Campuswide survey of technology usage and needs in March or April 2014.

Committee Name	Program Review Committee (PRC)
Co-Chairs	Manny Mourtzanos, admin; Kate Pluta, faculty
Committee Members	Faculty: Greg Chamberlain (CTE), Kimberly Nickell (Basic Skills), Kathy Rosellini (Student Services), Anna Agenjo (Library), Jennifer Johnson (FCDC), Lynn Krausse (At Large), vacant (Assessment Liaison & General Education); Admin Liz Rozell (Instructional), vacant (Student Services, Facilities, Information Technology); Michael Carley (Institutional Research, ex officio); Classified: Bernadette Martinez (Student Services), Camilla Anderson (Instructional), Kristin Rabe (Administrative), Meg Stidham (CSEA president or designee); Student: Travis Tillis (SGA).
Committee Charge	https://committees.kccd.edu/bc/committee/programreview
College Goal 1: Student Success	Become an exemplary model of student success by developing and implementing best practices.
Committee Goal	Develop spotlight for Best Practices received during Annual Update process (required form).
Action Plan	Organize by types: Instructional, Student Services, Administrative Unit. Post on committee web page. Advertise.
Timeline	Post and advertise spring 2014.
College Goal 2: Professional Development	Provide relevant, timely professional growth opportunities to enhance the effectiveness of our employees and institution.
Committee Goal	Develop Annual Update handbook.
Action Plan	Establish committee task force: include section for program expert completing Annual Update and section for PRC members for fill out checklists. Also section for PRC process of handling and organizing forms and evidence.
Timeline	Spring 2014
Committee Goal	Offer Annual Update training opportunities.
Action Plan	Use to develop and test handbook.
Timeline	Spring 2014
College Goal 3: Communication	Enhance collaboration, consultation, and communication within the college and with external constituents.
Committee Goal	Provide and refine data for interdisciplinary programs, such as Liberal Studies, Liberal Arts, General Education, as well as programs that include courses from other disciplines for a degree or certificate.
Action Plan	Work with program faculty and institutional research to explore the best ways to provide actionable data.
Timeline	Spring 2014
Committee Goal	Improve communication with Academic Senate and College Council.
Action Plan	Report regularly to both groups; conduct study sessions.
Timeline	Ongoing
College Goal 4: Facilities, Infrastructure, and Technology	Improve maintenance of college facilities and infrastructure.
Committee Goal	Advocate for development of web-based forms for program review.

Action Plan	Discuss with other college committees to find their needs, for example, College Council updating the committee charges in the online Decision-Making Document. Work with ISIT to develop proposal to take to the District for discussion and development.
Timeline	For fall 2014 implementation.
College Goal 5: Oversight & Accountability	Improve oversight, accountability, sustainability, and transparency in all college processes.
Committee Goal	Strengthen the link between assessing student learning outcome data, resource allocation, and the program review process.
Action Plan	Evaluate Annual Update process; prepare and present summary of issues and trends to Academic Senate and College Council; examine college president's response to how Annual Updates affected resource allocations.
Timeline	Ongoing
Committee Goal	Advocate for a single, accurate master list of programs.
Action Plan	Establish committee task force to determine best approach for advocacy; work with Curriculum Committee.
Timeline	2013-14
College Goal 6: Integration	Implement and evaluate existing major planning processes.
Committee Goal	Evaluate First Review process.
Action Plan	Conduct internal PRC evaluation; also survey program participants.
Timeline	Fall 2013
Committee Goal	Implement and evaluate Annual Update process.
Action Plan	Implemented August through October, 2013; conduct internal PRC evaluation; survey program participants.
Timeline	Fall 2013
Committee Goal	Develop the cycle for the Three-Year Comprehensive Program Review process.
Action Plan	Divide the master list of programs into 3 sections; ask for program volunteers; schedule so that one third of programs conduct the Comprehensive Review each year.
Timeline	Early Spring 2014

Committee Name	SDCC
Co-Chairs	Todd Coston (Administrative Co-chair), No faculty or classified co-chair at this time
Committee Members	Richard McCrow, Richard Marquez, Diana Cason, Amber Chiang, Scott Peat, Shohreh Rahman, Bill Moseley, Judy Ahl, Lily Martinez
Committee Charge	To provide and support activities and opportunities which will enhance job performance, personal growth, and social interaction among all Bakersfield College employees, thereby developing a sense of campus community.
College Goal 1: Student Success	
Committee Goal	Facilitate workshops and other opportunities on data and information literacy.
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities related to student learning, progression and completion.
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities to maintain currency of employee skills with emerging technology.
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities on wellness, diversity and safety. (Student Success, Prof Dev, Communication)
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Fund teams to attend targeted conferences locally and nationally.
Action Plan	The committee will seek funding for promoting teams to attend targeted conferences locally and nationally.
Timeline	Fiscal year 2013-14.
College Goal 2: Professional Development	
Committee Goal	Facilitate workshops and other opportunities on data and information literacy.

Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities related to student learning, progression and completion.
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities to maintain currency of employee skills with emerging technology.
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities on wellness, diversity and safety. (Student Success, Prof Dev, Communication)
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Fund teams to attend targeted conferences locally and nationally.
Action Plan	The committee will seek funding for promoting teams to attend targeted conferences locally and nationally.
Timeline	Fiscal year 2013-14.
College Goal 3: Communication	
Committee Goal	Facilitate workshops and other opportunities on data and information literacy.
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities related to student learning, progression and completion.
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities to maintain currency of employee skills with emerging technology.

Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
Committee Goal	Facilitate workshops and other opportunities on wellness, diversity and safety. (Student Success, Prof Dev, Communication)
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community. The sessions will be tracked and then a follow-up with session assessment.
Timeline	Fiscal year 2013-14.
College Goal 5: Oversight & Accountability	
Committee Goal	Facilitate workshops and other opportunities on data and information literacy.
Action Plan	The committee will work to promote events throughout the year, scheduled at various times of the day so that sessions are available to the majority of campus community.
Timeline	Fiscal year 2013-14.
College Goal 6: Integration	
Committee Goal	Fund teams to attend targeted conferences locally and nationally.
Action Plan	The committee will seek funding for promoting teams to attend targeted conferences locally and nationally.
Timeline	Fiscal year 2013-14.

Committee Name	Safety
Co-Chairs	Chris Counts
Committee Members	Zav Dadabhoy, Mary Jo Pasek, Sheila Shearer, Jim Coggins, Tina Johnson, Cheryl Moncier, Christian Zoller, Jack Pierce, Tim Capehart, Debra Strong, Student Reps Elizabeth Gonzales, Shay Harleston
Committee Charge	To identify health and safety concerns and issues on campus and address them. Inform the college community of new policies and procedures as they relate to health and safety. To develop and maintain current emergency response plan.
College Goal 1: Student Success	
Committee Goal	Working to maintain a safe learning and work environment on campus.
Action Plan	Provide information about on going construction on campus by posting information about construction projects on a committee website that will be developed. Providing safety tips, etc...
Timeline	January of 2014
College Goal 2: Professional Development	
Committee Goal	Provide a Professional Development Plan to include training sessions in conjunction with the Department of Public Safety regarding safety issues.
Action Plan	Provide semester fire drills for each building on campus. Provide ongoing Active Shooter and Emergency Response Red Bag training for both students and staff each semester. Provide Staff with training each semester on the proper use fire extinguishers. Encourage all faculty to include in their syllabus at the beginning of each semester where the evacuation routes are from their classrooms.
Timeline	This will be ongoing training each semester
College Goal 3: Communication	
Committee Goal	Providing open communication about safety items to students, staff and faculty.
Action Plan	Develop a Safety Advisory Team website that can be utilized as a two way communication tool for the committee and community.
Timeline	Our goal is to have this completed and up and running by January 2014
College Goal 4: Facilities and Infrastructure	
Committee Goal	Provide information about on going construction on campus by posting information about construction projects on a committee website that will be developed.
Action Plan	Place information about ongoing construction on campus onto a Safety Advisory Team website.
Timeline	January of 2014
College Goal 5: Oversight & Accountability	
Committee Goal	Address safety concerns that community members report to our committee. Conduct follow up with the reporting person advising them how their concern was address or will be addressed.
Action Plan	Once we receive reports of an issue, follow up with the appropriate department to correct the issue. This will also play a role on the committee's website.
Timeline	This will be a work in progress addressing issues as they arise and completing follow up with the reporting person.