**Bakersfield College**

**Program Review – Annual Update**

**I. Program Information:**

Program Name: **Adult Education Block Grant**

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: **In line with Bakersfield College’s mission to provide academic opportunities to students from diverse backgrounds, the Adult Education Block Grant initiatives allows Bakersfield College to provide adult learners in the North Kern Area, as well as the Greater Bakersfield Area opportunities to enhance their knowledge and skills. Through instruction and training beyond adult school, students will be more equipped to enter or move up in the workforce.**

**II. Progress on Program Goals:**

1. 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.

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| **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.Establish North Kern Adult Education Alliance | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_3/1/2015\_ (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_\_\_\_\_\_\_\_\_\_ (Date) | Held partner meetings with Delano Adult School, McFarland Learning Center, and Wasco Independence High School staff (and their respective district leadership). |
| **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** |
| 2. Develop transition strategies to move students from adult school/adult education to college and/or career tech. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_\_\_\_\_\_\_\_\_ (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_\_9/23/2016 (Date) | Have begun discussions of CTE and Dual Enrollment courses that will appeal to adult learners. PM is working on identifying additional potential pathways for each site. Exploring facilitating a community survey and/or forum. |
| 3. Expand the Bakersfield College Peer Tutoring/Supplemental Instruction program to include area Adult School/Program students. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_\_\_\_\_\_\_\_\_\_ (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_\_9/23/2016 (Date) | PM has established relationship with tutoring coordinator. Will develop referral plan to support and track adult learners. |
| 4. Expand BC agriculture and welding program to North Kern. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_\_\_\_\_\_\_\_\_\_ (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_9/23/2016\_\_ (Date) | Budget has been set to purchase necessary equipment to expand programs. PM will continue discussion of agriculture and welding program at NKAE Alliance meetings. |
| 5. Hire a Program Manager to provide coordination between the different organizations/stakeholders (Both in Delano and Bakersfield). | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_\_8/1/2016\_ (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_\_\_\_\_\_\_\_\_\_ (Date) | PM for North Kern accepted position and had start date of August 2, 2016.  Looking to hire additional PM to oversee adult education initiatives in Bakersfield. |
| 6. Enhance marketing and advertising to provide awareness about the shared Adult Education Programs in North Kern County. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_\_\_\_\_\_\_\_\_\_ (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_9/23/016\_\_ (Date) | PM is working with partners to include BC promotion in their respective newsletters, websites, etc. Will develop marketing plan both internally within sites, as well as externally out in the community. |
| 7. Hire Disabled Student Programs and Services (DSPS) Counselor to be a resource for all North Kern Alliance schools to provide support services. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_\_8/15/2016 (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_\_\_\_\_\_\_\_\_\_ (Date) | Hired DSPS counselor to support all adult education sites. |
| 8. Establish One-Stop Shop with Bakersfield Adult School. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_\_\_\_\_\_\_\_\_\_ (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_9/23/2016\_ (Date) | Bakersfield Adult School has secured location/facility. Bakersfield College will staff and furnish the college section/component of the one-stop shop. |

1. List new or revised goals (if applicable)

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| **New/Replacement Program Goal** | **Which institutional goals will be advanced upon completion of this goal? (select all that apply)** | **Anticipated Results** |
|  | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  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.

1. Changes in student demographics (gender, age and ethnicity).
2. Changes in enrollment (headcount, sections, course enrollment and productivity).
3. Success and retention for face-to-face, as well as online/distance courses.
4. Other program-specific data that reflects significant changes *(please specify or attach).* All Student Affairs and Administrative Services should respond.

* **Given that the Adult Education Block Grant is a new program, the program manager will be collecting data over the course of the year to be able to better track any significant changes in metrics. The program manager will work collaboratively with school site contacts, as well as BC staff (i.e. DSPS counselor) to collect and assess pertinent data.**

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

Use attached **Assessment Report Form AU Tab**

1. Describe *any significant changes* in your program’s strengths since last year.
2. Describe *any significant changes* in your program’s weaknesses since last year.
3. If applicable, describe any unplanned events that affected your program.

* **As the program is gradually rolled out, the staff positions have been filled. We will now be able to better gauge the strengths and weaknesses of the 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>

1. Human Resources and Professional Development:
2. 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.
   1. **We are requesting an educational advisor and program manager to oversee the Greater Bakersfield area Adult Education initiatives.**
3. Professional Development:
4. 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.
   1. **Collaboration between Bakersfield College staff and adult education school/programs has begun to facilitate the student support process. Having the North Kern Adult Education Alliance meetings has allowed to better plan for what programs and services will better suit every community involved.**
5. What professional development opportunities and contributions can your program make to the college in the future?
   1. **Once our program is up and running in its entirety, we would be able to share best practices in dealing with and serving adult learners.**
6. Facilities:
7. How have facilities’ maintenance, repair or updating affected your program in the past year as it relates to student success? **N/A**
8. How will your Facilities Request for next year contribute to student success? **N/A**

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? **N/A**
2. How will your new or repurposed classroom, office technology and/or equipment request contribute to student success?
   1. **As we leverage our adult education partners’ facility space, we are also looking to update the equipment to be able to offer more courses/programs at a higher level of quality. Our hope is that if we are able to provide more programs that are appealing to our target population, the enrollment will increase over time.**
3. Discuss the effectiveness of technology used in your area to meet college strategic goals.
   1. **As the program grows out and enrollment increases, we expect that there will be a higher need for interactive classrooms/technology. This will allow to over courses to students in various locations in North Kern.**

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

* **Our budget for the upcoming school year focuses the funding on providing more adult basic skills programs, services for with disabilities, opportunities for adults in the workforce (or looking to get into it), and essentially filling any gaps in services between the adult schools and Bakersfield College. These initiatives lay the foundation for future success for these students.**

**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.

**In the 2015-2016 school year, the goal was to establish the North Kern Adult Education Alliance. The groundwork for adult education in North Kern was laid in collaboration with the adult education partners. A program manager and DSPS counselor were hired in August 2016. Now that the staffing has taken place, the bigger picture plan will begin to get in motion. The goal is to get most (if not all) objectives in motion within the next year.**

**Bakersfield College-Delano Campus has also taken the lead on adult education in the Greater Bakersfield area. The plan is to hire a program manager to oversee those initiatives with the support of an educational advisor and student workers. In the meantime, the program manager in North Kern will oversee the plan for Greater Bakersfield. As the one-stop shop opens, we will begin to furnish and equip the Bakersfield College area/section.**