**Bakersfield College**

**Program Review – Annual Update**

**I. Program Information:**

Program Name: BC Foundation

Program Type: [ ]  Instructional [ ]  Student Affairs x[ ]  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: The Bakersfield College Foundation is a non-profit corporation organized for education, scientific, cultural and charitable purposes under and pursuant to the laws of the State of California. The purpose of the Foundation, which is an auxiliary of Bakersfield College and registered with the Internal Revenue Service as a tax-exempt, non-profit corporation under Section 501 (c) 3 of the federal tax code, is to promote the general welfare of Bakersfield College by:

* Assisting and supporting Bakersfield College in fulfilling its role in serving the community of which it is a part
* Soliciting, raising and distributing money, property and other assets for the construction of buildings, the purchase of equipment and for other capital outlay needs
* Soliciting, raising and distributing money, property and other assets for the awarding of scholarships, loans and grants to students.

Program Mission Statement: : The mission of the Bakersfield College Foundation is to enhance the quality of the educational experience at Bakersfield College by raising funds for scholarships, capital projects and educational programs. The Foundation will do this by engaging the community through public relations, personal contacts, relationship-building and special events. The Foundation will also invest and successfully manage accounts to maximize Foundation revenue.

**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. To get the scholarship program running smoothly in coordination with Financial Aid
 | x[ ]  1: Student Learning x[ ]  2: Student Progression and Completion [ ]  3: Facilities [ ]  4: Oversight and Accountability x[ ]  5: Leadership and Engagement  | [ ]  Completed: \_\_\_\_\_\_\_\_\_\_ (Date) [ ]  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)**[ ]** Ongoing: 9/26/2016 | This goal will take continuous effort to keep it current |
| 2.The get alumni data loaded into the Foundation’s database | [ ]  1: Student Learning [ ]  2: Student Progression and Completion x[ ]  3: Facilities [ ]  4: Oversight and Accountability x[ ]  5: Leadership and Engagement  | [ ]  Completed: \_\_\_\_\_\_\_\_\_\_ (Date) [ ]  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)**[ ]** Ongoing: 9/26/2106 | The data is being loaded into the Foundation’s database at which time it will be cleaned so we have accurate addresses and contact information. This is an ongoing process. |

1. 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** |
| **Incorporating the new scholarship stewardship software into our ongoing scholarship process** | [ ]  1: Student Learning x[ ]  2: Student Progression and Completion [ ]  3: Facilities x[ ]  4: Oversight and Accountability x[ ]  5: Leadership and Engagement  | **This should greatly enhance our communication with our donors resulting in more donations to the College/Foundation** |

**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.

We completed an audit of the Foundation scholarship accounts. As a result, we are in the process of adding additional software to strengthen our scholarship stewardship program.

**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. We lost one of our key people and are in the process of redefining the position so that we can staff the area that is most crucial to us at present. We are in the process of adding additional software to strengthen our scholarship stewardship program.
2. Describe *any significant changes* in your program’s weaknesses since last year. . Our new scholarship stewardship software should help us do a better job of reporting to our scholarship donors.
3. If applicable, describe any unplanned events that affected your program. The loss of our Alumni and Donor Relations Manager.

**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> Not applicable to the Foundation

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.
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.
5. What professional development opportunities and contributions can your program make to the college in the future?
6. Facilities:
7. How have facilities’ maintenance, repair or updating affected your program in the past year as it relates to student success?
8. 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.

. We have the opportunity to greatly enhance our donor stewardship operation and to also for the first time access BC’s alumni base. This will have major impact on our ability to raise resources for the College and the Foundation going forward.