**Bakersfield College**

**Comprehensive Program Review**

**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:

The Art Department provides college-level freshman and sophomore lecture and lecture/lab courses that:

1. Lead to an AA-T in Studio Arts,  
2. Satisfy general education requirements in the “Arts, Literature, Philosophy and Foreign Language” category,  
3. Meet transfer requirements in Art for the CSU and UC systems,

Four current tenure-track, two new tenure-track hires, and sixteen adjunct faculty members are staffing the Department in AY 2016-2017.

Additionally, the department is offering dual enrollment sections of B 20 Digital Arts Vector, B2 Drawing, B16 Digital Photography and B1 Art Appreciation at various high school locations including KHSD and Wonderful Academy.

Four tenured faculty members, and eleven adjuncts have earned the terminal MFA degree.

One tenured faculty and four adjuncts have earned an MA in Art or the equivalent.

On the Bakersfield College main campus, the department is housed in two dedicated campus buildings containing studios for: ceramics, three-dimensional design/sculpture, drawing/painting, two-dimensional design, and digital arts (photography and graphic design).

In addition to these dedicated spaces, the department shares a large lecture hall for art history and art appreciation with other departments, and occasionally uses large lecture spaces on campuses as needed.

The department offers courses in the morning, afternoon, and evening at the main campus; at the Delano campus, the Fresno Pacific site, at Wonderful Academy, and online.

Current degrees: AA-T in Studio Arts

Graphic Design Certificate of Achievement

Photography Certificate of Achievement

Media Arts Certificate of Achievement

Gen Ed: The department offers twelve Gen Ed classes in group C and one that meets the multi-cultural category.

New Certificate: In May 2016 a new 18 unit certificates was given state approval in the Digital Arts area. Media Arts Certificate of Achievement.

The Digital Arts area is a CTE program and a component of the “Arts, Media and Entertainment” designated career pathway.

Courses from the Digital Arts area are included as part of “List B – curricular area” in the AA-T in Studio Arts and will be the classes used in the new Certificates of Achievement making the Photography and Graphic Design Certificate of Achievement stackable with the AA-T.

The department operates the Wylie and May Louise Jones Gallery, an art gallery located off the foyer of the Grace Van Dyke Bird Library. A curator, supervised by the department chair, provides programming and scheduling of exhibits and openings, and acts as the gallery preparator. The curator hires, schedules, and trains student workers, who act as gallery guards.

Program Mission Statement:

The mission of the Bakersfield College Art Department is to provide excellent instruction in the visual arts; to prepare students to make societal contributions by becoming citizens who are visually literate, culturally aware, skilled in creative problem-solving, and aesthetically sensitive.

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| ***Instructional Programs only:***   1. List the degrees and Certificates of Achievement the program offers   AA-T Studio Arts  Certificate in Photography  Certificate in Graphic Design  Certificate in Media Arts (new) |

**II. Progress on Program Goals, Future Goals, and Action Plans:**

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 goals, please duplicate this section.

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| **Current Program Goals** | **Which institutional goals from the 2015-2018 Strategic Directions for Bakersfield College will be advanced upon completion of this goal? (select all that apply)** | **Progress on goal achievement**  **(choose one)** | **Comments** |
| 1. Create a new Media Arts Program  This goal will address all 5 institutional goals.  The program will include an 18-unit certificate.  The program will be housed in FA-8 and the room will be remodeled into a computer lab and studio.  Position was approved in Fall of 2014 and hiring is in progress. | **1: Student Learning**  **2: Student Progression and Completion**  **3: Facilities**  **4: Oversight and Accountability**  **5: Leadership and Engagement** | Completed: \_\_Summer 2016\_\_\_\_\_\_\_\_ (Date) | In Fall 2015 a Media Arts certificate was applied for with four new classes. It was approved by the state in the summer of 2016 and all classes were approved as well.  In spring 2016 a media arts tenure track position was filled.  Classes began fall 2016 |
| 2. Split curriculum updates over multiple years. | **1: Student Learning**  **2: Student Progression and Completion**  3: Facilities  **4: Oversight and Accountability**  5: Leadership and Engagement | Ongoing: \_\_Fall 2016\_\_\_\_\_\_\_\_ | In AY 15-16 the department revised nearly all curriculum. Moving forward a table will be developed to break up the 6 year and 2 year cycles for curriculum updates. |
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| 3. Apply for Renegade Fund for a new kiln in ceramics area. | **1: Student Learning**  **2: Student Progression and Completion**  **3: Facilities**  4: Oversight and Accountability  5: Leadership and Engagement | Completed: \_\_\_Spring 2016\_\_ | The grant request was approved and the kiln has been installed. |

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| 4. Address budget concerns over how lab fees are used. | **1: Student Learning**  2: Student Progression and Completion  3: Facilities  4: **Oversight and Accountability**  5: Leadership and Engagement | Completed: \_\_\_\_\_\_\_\_\_\_ (Date)  Revised: \_\_\_\_\_\_\_\_\_\_ (Date)  Ongoing: \_\_\_\_\_\_\_\_\_\_ (Date) | Little progress made on this goal. Budget request were not met and with a new program to support the available funds will be stretched further. |

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| **Program Goal** | **Which institutional goals from the 2015-2018 Strategic Directions for Bakersfield College will be advanced upon completion of this goal? (select all that apply)** | **Progress on goal achievement**  **(choose one)** | **Comments**  **(if applicable)** |
| 1. Maintain an adequate number of courses to assure students can move through the program. | **1: Student Learning**  **2: Student Progression and Completion**  3: Facilities  **4: Oversight and Accountability**  **5: Leadership and Engagement** | [X] Ongoing: September 2016 | **This is an ongoing goal that will remain on the list and will continue to be monitored. Students need to be the first priority in all decision-making regarding courses and scheduling.** |
| 2. Continue to evaluate, refine, and assess the program and course-level student learning outcomes. | **1: Student Learning**  **2: Student Progression and Completion**  3: Facilities  **4: Oversight and Accountability**  **5: Leadership and Engagement** | [X] Ongoing: September 2016 | **This is an ongoing goal that will remain on the list and will continue to be monitored.** |
| 3. Work on strategies to increase persistence and success rates. | **1: Student Learning**  **2: Student Progression and Completion**  3: Facilities  **4: Oversight and Accountability**  **5: Leadership and Engagement** | [X] Ongoing: September 2016 | This ongoing goal relates primarily to the large General Education sections of Art Appreciation, but applies to all courses. The Department continues to examine ways to increase retention and success rates in all courses in the department. |
| 4. Maintain facilities and technology. New computers and software needed in FA9 and FA10 in the next few years. | **1: Student Learning**  **2: Student Progression and Completion**  **3: Facilities**  4: Oversight and Accountability  5: Leadership and Engagement | [X] Ongoing: September 2016 | Partially complete. FA-10 was fully upgraded, FA-9 had software updated to current industry standards, but is running outdated hardware and is out of sync with the other labs. |
| 5. The Department has two kilns that needs repair, and a kiln that needs to be connected to a gas line. | **1: Student Learning**  **2: Student Progression and Completion**  **3: Facilities**  4: Oversight and Accountability  5: Leadership and Engagement | [X] Ongoing: September 2016 | Other kiln repair is not completed. |
| 6. Installation of an OSHA approved collection system for the sculpture lab to alleviate potential health (breathing) hazards. | **1: Student Learning**  **2: Student Progression and Completion**  **3: Facilities**  **4: Oversight and Accountability**  5: Leadership and Engagement | [X] Ongoing: September 2016 | No progress made with this goal. |
| 7. Upgrade to bats and pins on the potter’s wheels. | **1: Student Learning**  **2: Student Progression and Completion**  **3: Facilities**  4: Oversight and Accountability  5: Leadership and Engagement | [X] Complete: Spring 2016 | Bats were replaced |
| 8. Sculpture lab needs safety attachments for the table saw and band saw in Sculpture lab. | **1: Student Learning**  **2: Student Progression and Completion**  **3: Facilities**  4: Oversight and Accountability  5: Leadership and Engagement | [X] Ongoing: September 2016 | This old equipment is in good working order, but lacks current safety devices, Therefore the equipment cannot be used by students. Unknown costs to retrofit equipment, unknown costs to replace equipment. No progress made. |
| 9. Ceramic area repairs  a. Back door, which leads to the loading zone, needs the exterior stopper replaced. The doors should push open and lock in place to the wall.  c. Earthquake straps need to be added to all shelving  d. Wireless Internet would allow professor to use computer and digital projector in a more effective and efficient manner.  e. Large alpine gas kiln will need to be replaced soon. This kiln does not automatically light anymore. There are two “spark” starters. This is also a safety feature so the kiln will not just push gas, it will always be lit. They do not operate properly.  f. Work was done on the small Alpine kiln last year but it still does not work. A work order has been submitted, but the job has not been completed. The digital component will not communicate with the gas and blower | **1: Student Learning**  **2: Student Progression and Completion**  **3: Facilities**  **4: Oversight and Accountability**  5: Leadership and Engagement | [X] Ongoing: September 2016  some ongoing | d. currently a long Ethernet cable is strung from office.  Facilities Request included. |
| 10. Fine Arts 23 maintenance and upgrades  A. Drains are currently blocked (intentionally by plumber) because of intense sewage smells when they are not blocked. The floors need to be washed, but cannot be because of blocked drains.  B. Earthquake straps need to be added to all shelving  C. Investigate repurposing storage space as small lecture space. Or change lighting so students can see screen and take notes.  D. Wireless internet or wired internet in this room.  E. Repurpose another Macintosh and digital projector for FA23 lab. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | [X] Ongoing: September 2016 | Facilities Request included. |
| 11. Showcases installed on walls in locker room  Three years ago the department was given showcases by the Santa Barbara Museum of Art. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | [X] Completed: Spring 2016 | One case was installed |
| 12. Projection screens need replaced in FA28, FA23, FA20 studios. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | [X] Ongoing: September 2016 | This goal has appeared on the APR for many years, and then it drops off. The screens still need to be replaced. Facilities Request included. |
| 13. The Jones Gallery needs to be painted. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | [X] Ongoing: September 2016 | Has not been addressed  Facilities Request was in last year’s APR and is included again. |
| 14. Remove carpeting from Jones Gallery and finish concrete floors. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | [X] Ongoing: September 2016 | Has not been addressed  Facilities Request was in last year’s APR and is included again. |

1. List the program’s goals for the next three years. Ensure that stated goals are specific and measurable. State how each program goal supports the College’s strategic goals. Each program must include an action plan.

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| **Future Goals** | **Which institutional goals from the 2015-2018 Strategic Directions for Bakersfield College will be advanced upon completion of this goal? (select all that apply)** | **Action Plan** | **Timeline for Completion** | **Lead person for this goal** |
| 1.Research the feasibility of adding an AA-T in Art History | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Ronnie Wrest will take the lead on looking into this. He will look at what courses need to be added, statewide data and local need to determine if an AA-T in Art History is something we should pursue. | Decision to be made in the next year, and if we move forward we would apply in the fall of 2017. | Ronnie Wrest |
| 2. Improve success rates in Art B1 Art Appreciation | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Art B1 historically has the lowest success rates in the department. It is a lecture course and there are several thousand students taking the course each year. We are going to implement SI in some sections starting in spring 2017, and look at other ways in which the department can facilitate student success. | Ongoing for the next few years. | Ronnie Wrest  Kristopher Stallworth  Adjunct Art B1 instructors |

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| 3. Improve number of students in the AA-T Studio Art degree and in the Certificate programs. | 1: Student Learning  2: Student Progression and Completion  3: Facilities  4: Oversight and Accountability  5: Leadership and Engagement | Since the AA-T degree was implemented there has been a slow transition of majors into the correct degree. Most students will benefit from the AA-T vs the original AA. As a department we need to push the AA-T. Additionally we have three relatively new certificates that also need to be promoted.  Over the next year the department will develop new promotional materials and research strategies to improve those numbers. | Spring 2017 | Kristopher Stallworth  David Koeth |
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**III. Trend Data Analysis:**

Review the data provided by Institutional Research. Provide an analysis of program data throughout the last three years, including:

1. Changes in student demographics (gender, age and ethnicity).

No significant changes

1. Changes in enrollment (headcount, sections, course enrollment, and productivity).

The department continues to grow significantly. The Unduplicated Headcount shows 27% growth from 13/14 to 14/15 and 20% from 14/15 to 15/16.

The department served 4151 students in AY 15/16. Art B1 Art Appreciation accounts for a large portion of the students taking art classes. It is offered as a face to face and online class. For this year it will also be offered as dual enrollment.

1. Changes in achievement gap and disproportionate impact.

No significant changes

1. Success and retention for face-to-face as well as online/distance courses.

Success and retention have remained steady over the last 5 years and are on par with college averages.

increased from 2-4 sections a year to 19 sections in 15/16. Enrollment has increased from 135-1421 students and success rates have gone down. Section sizes have gone from an average of 34 to 75. Those factors have contributed to the decline in success.

Art B1 overall has stayed consistent even though we have nearly tripled the enrollment in the last 5 years.

1. Degrees and certificates awarded (three-year trend data for each degree and/or certificate awarded).

See below

1. Other program-specific data (please specify or attach).

Attached to this document is a folder containing data on the department and CTE specific data as well. Included is a course by course look at enrollment and success rates over the last 4 years.

It shows dramatic growth in the overall number of students served by the department.

1. List degrees and certificates awarded (three-year trend data for each degree and certificate awarded). Include targets (goal numbers) for the next three years.

\* indicates degree no longer in catalog

Over the last few years the Art Department has undergone significant changes to the degrees and certificates offered. For the 12/13 year we implemented the AA-T degree. Adoption by students has been slow.

In the summer before 15/16 Graphic Design and Photography Certificates of Achievement were approved. This had been in the works for several years, and the old AA and Certificate for Graphic Design had been deleted from the catalog. This led to several years of confusion about what degrees were available. We still show 175 declared majors in the old Graphic Design AA and 141 in the old Art AA.

Goals for the next years:

Studio Art AA-T 10-15 a year

Graphic Design Certificate 10-15 a year

Photography Certificate 10 year

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| Awards by Type & Program | | | 2011-12 | | 2012-13 | | 2013-14 | | 2014-15 | | 2015-16 | | 5-Year Total | |
| AA | Art\* | 13 | | 10 | | 8 | | 10 | | 3 | | 44 | |
| Digital Arts\* | 7 | | 7 | | 8 | | 9 | | 13 | | 44 | |
| Award Type Total | 20 | | 17 | | 16 | | 19 | | 16 | | 88 | |
| AA-T | Studio Art |  | | 1 | | 1 | | 4 | | 3 | | 9 | |
| Award Type Total |  | | 1 | | 1 | | 4 | | 3 | | 9 | |
| Cert | Digital Arts\* | 4 | | 4 | | 2 | | 1 | | 2 | | 13 | |
| Award Type Total | 4 | | 4 | | 2 | | 1 | | 2 | | 13 | |
| Total Awards | | | 24 | | 22 | | 19 | | 24 | | 21 | | 110 | |

**IV. Program Assessment:**

Use attached **Assessment Report Form Comprehensive Tab**

1. Discuss your program’s strengths.

For the fall semester the art department was able to bring on two new full time faculty. Nancy Magner retired from teaching art history and Ronnie Wrest was brought on as a replacement. Jeff Huston was hired to lead the new Media Arts program. Both new faculty members are already involved in the department and show great promise. The department as a whole is healthy and there is a collegial working environment with the full time and adjunct instructors.

We have been successful in increasing the number of students served by increasing our offerings of Art B1 going from 1099 students in 11-12 to 2631 in 15-16. Art B1 is a general education course that meets CSU, UC and BC gen. ed. patterns and is transferable to just about any institution.

The new Media Arts program will be a strong new area of growth for the department and will also allow us to make new partnership in the community with business and media outlets.

The department runs the on campus gallery and it is a showpiece for the campus.

1. Discuss your program’s weaknesses.

The lack of a dedicated Drawing and Painting Professor continues to limit the AA-T in Studio Arts. We currently rely on adjuncts and faculty from related disciplines to teach these classes. Most of our adjuncts are looking for fulltime employment which leaves us vulnerable to sudden departures as we experienced in the summer of 2015 when two long time adjuncts took fulltime positions outside of the college.

While the department as a whole has seen significant growth over the last few years’ success rates in classes have started to slip, particularly in Art B1 where we have gone from 27 sections in AY 12-13 to 54 in AY 15-16.

Space has become an issue for the department with the conversion of FA-8 into a digital lab. FA-23 was dedicated to 3D work and has been pressed into service as a 2D and drawing studio. Our faculty has made it work, but it’s a compromise. There are also few time slots left to expand the program. All studio art courses require dedicated space as they are often messy and traditional classrooms are not equipped to accommodate them.

Over the last few years the gallery budget for student workers has been reduced and the gallery is only open one day a week. The entire campus community would benefit from expanded gallery hours.

1. *If applicable,* describe any unplanned events that affected your program.

**V. Resource Analysis:** 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.

Drawing and Painting Positon

Drawing and Painting are foundational subject areas in art and the department would benefit from having a stable tenure track position. Currently we rely on adjuncts to teach these classes and this leaves us vulnerable to sudden departures when adjuncts receive fulltime jobs. The AA-T degree would benefit from strong leadership as there is currently no full time instructor with this specialty.

The classes are also core components of the AA-T degree.

One of the goals of the department is to improve graduation rates in the AA-T degree and a new fulltime faculty would be instrumental in developing interest in the program and retaining students.

1. Professional Development:
2. 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.

Members of the department are all actively engaged in their discipline. As artist they are creating and exhibiting work and as educators they are participating in conferences.

For students it is important to see their professors as part of a community of artist. Instructors visit museums and bring back those experiences into the classroom.

During flex week members of the department have attended and taught workshops.

All new faculty are active in participating in the new faculty seminar.

1. Facilities:
2. How have facilities’ maintenance, repair or updating affected your program in the past year as it relates to student success?

Our facilities are showing their age and our facilities, equipment and technology request reflect that. Members of the department are resourceful and are able to make our facilities work, but an inordinate amount of time is spent dealing with and fixing small issues that crop up. The bigger issues often go years without being properly addressed. If faculty could spend that time and energy focused on the classroom and students, success would increase. Often facilities issues affect moral for both faculty and students which has a detrimental effect on success.

1. How will your Facilities Request for next year contribute to student success?

By addressing various facility needs classroom instruction should be positively influenced. Nice, well maintained facilities make for a better learning environment.

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?

Starting this fall there is one new computer lab and one lab with updated computers. We anticipate this having a positive influence on student success. In many other areas of the department technology is outdated and needs work. There are appropriate requests included in program review.

1. How will your new or repurposed classroom, office technology and/or equipment request contribute to student success?

The request made will help to modernize and update the technology in the art department. We are using dedicated space that was developed well before digital technology was incorporated into designs. Our current solutions are often shoehorned in to spaces, but relatively minor updates would go a long way towards making student learning easier.

1. Discuss the effectiveness of technology used in your area to meet college strategic goals.

Our Graphic Design, Photography and Media Arts Certificates all rely heavily on technology. In our studio art classes technology is used to enhance in class learning.

It is difficult to align “directions” with use of technology. We use technology in every aspect of our jobs. It is an effective tool in meeting the strategic directions of the campus.

Student Learning

Student Progression and Completion

Facilities

Oversight and Accountability

Leadership and Engagement

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

If we provide students with an up to date learning environment they will be more likely to succeed. In our digital programs that means maintaining industry standard equipment, software and hardware. In studio classes that means having the space and facilities to create art. Our success rates as a department are good and our classes fill each semester. By continuing in the same direction we will continue to provide a quality education for our students and find ways to improve their success.

**VII. Faculty and Staff Engagement:**

1. Discuss how program members have engaged in institutional efforts such as college committees, presentations, and departmental activities.

The department is small, in AY 15-16 there were only four fulltime tenured faculty and one temporary fulltime instructor. Despite the size the department is well represented on college wide committees. The department has an academic senate representative, and members on ISIT, Curriculum, Assessment and EODAC. Additionally, department members are involved in several Levan institute projects.

With the addition of new faculty, we will be able to be represented on more committees.

Our faculty is engaged with CTE and Dual Enrollment issues on campus.

Members of the department have assisted with graphic design projects and branding of campus material.

The department holds department meetings and all faculty members are participating and contributing to the goals of the department.

1. Instruction Only: Discuss how adjunct faculty are included in departmental training, discussions and decision-making.

Adjunct faculty is encouraged to participate in all department activities. This fall we will have department meetings at a few different times to encourage adjuncts to attend. Departmental communication always includes adjuncts and their input is actively sought out on department matters both in and out of the classroom. A recent example of adjunct involvement is the curriculum updates that took place in the fall of last year. Several work sessions were organized and fulltime and adjunct faculty worked together to update curriculum and more closely align it with C-ID. In many cases adjuncts took the lead when there was no fulltime discipline expert.

**VIII. 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.

The Art Department has undergone significant change in the last five years. There are currently only three tenured professors and they all have a digital specialty. The three new tenure track hires cover ceramics, 3D, art history, and media arts. There is no one who specializes in traditional studio arts, however there is a strong group of adjuncts that cover the foundation classes and teach most of the Art Appreciation classes.

The department is growing, particularly the Art Appreciation class which meets Gen. Ed. for most transfer students and for BC. There are more than double the amount of students taking the course each year since AY 12-13 and the department now serves 3,400+ student per academic year. In the fall of 2016 the new Media Arts program started up, and there will be students moving through the course sequence over the next few semesters and we anticipate issuing the first certificates in the spring of 2018. As part of the new Media Arts remodel one traditional art space was lost and the department is now almost fully utilizing each studio space, making it difficult to grow beyond the current offerings.

The Art Department was able to quickly align its curriculum with the state wide AA-T in Studio Arts and as part of that process we took a look at our current degree and certificate offerings. Starting in the fall of 2015 the department started offering certificates in Photography and Graphic Design to complement the Studio Arts AA-T and has now added Media Arts as well.

As a whole the department see average to above average success rates and our assessment confirms that students are meeting course objectives and achieving learning outcomes. Last year nearly all of the courses in the department were up for curriculum review and we made significant changes to course level SLOs. Over the next several years the department will be assessing those SLO and looking for new ways to improve instruction and increase student success.

Facilities continue to be the biggest issue for the department. Art can at times be messy and hard on the facilities and regular maintenance has not been happening. As we look for ways to expand our offerings we have run into space issues, as we need dedicated classroom and studio space.

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

[Best Practices Form](http://committees.kccd.edu/bc/committee/programreview) **(Required)**

Curricular Review Form **(Instructional Programs Required)**

[Certificate Form](http://committees.kccd.edu/bc/committee/programreview) **(CTE Programs** **Required)**

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[Faculty Request Form](http://committees.kccd.edu/bc/committee/programreview)  [Classified Request Form](http://committees.kccd.edu/bc/committee/programreview)  [Budget Form](http://committees.kccd.edu/bc/committee/programreview)

Professional Development Form  [ISIT Form](http://committees.kccd.edu/bc/committee/programreview)  [Facilities Form](http://committees.kccd.edu/bc/committee/programreview) (Includes Equipment)

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_