

**BAKERSFIELD COLLEGE**

2002-2003 CATALOG

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*Bakersfield College reserves the right to modify its programs, tuition and fees, admission and graduation requirements, schedules and other policies, procedures and regulations stated in this catalog without notice.*

**Bakersfield College**



*Welcome to Bakersfield College. Now more than ever it is important that each of us has the tools, skills, ability and knowledge necessary to succeed in today's world. Bakersfield College gives you those tools, whether your educational goal is to receive an associate degree, to transfer to a university, to prepare for an occupational certificate or just take a few classes. In this catalog you will find information about the outstanding educational programs and student services offered at Bakersfield College.*

*The mission of Bakersfield College is to empower our students to succeed. Everyone at Bakersfield College is dedicated to achievement of that goal. You will receive direction, opportunity and knowledge in the field of study you choose. And, you will be provided with a variety of support services to help you succeed.*

*Wishing you an exciting and fulfilling learning experience,*

A handwritten signature in cursive script that reads "Sandra V. Serrano".

*Sandra V. Serrano  
President*



**Kern Community College District**

**Dr. Walter Packard, Chancellor, Kern  
Community College District**

**Board of Trustees**

- Rose Marie Bans
- Dennis L. Beebe
- Herbert D. Bonds
- Pauline F. Larwood
- Mary C. Lattig
- Kevin O. McCarthy
- John A. Rodgers

## Division of External Relations, Foundation and Administrative Services

### Purpose

The Office of External Relations, Foundation and Administrative Services exists to support Bakersfield College in the following areas: creating resources from community and business partnerships, developing and disseminating informational needs of the institution and public information service, enhancing the institution's image, providing public policy analysis, advocacy and support before governmental entities, supporting the development of educational programs, and supporting the administrative services of the institution to include the Business Services, Human Resources, Facilities, Maintenance and Operations, Campus Security, Bookstore and Food Services.

The units within this Division are Foundation, Business Services, Human Resources, Facilities, Maintenance and Operations, Campus Security, Bookstore and Food Services, Marketing and Public Relations, the BC Graphics Center, the BC Athletic Development Division, the Alumni Association and the Delano Community Campus. In addition, Grants Management and Writing and Governmental Relations are units currently being developed.

### Bakersfield College Foundation

The mission of the Bakersfield College Foundation is to assure access to the high quality instruction provided at Bakersfield College. Foundation activities provided funds to finance scholarships and awards last year which directly benefited over 350 BC students including the President's Scholars. The Foundation and its Board of Directors provide direct liaison for financial support between the college and the community. The Foundation also assists Bakersfield College students, administration, faculty and staff in the attainment of the college and community's educational goals.

Total 2000/2001 Foundation assets equaled \$4.5 million of which the majority is invested in bonds, equities and short-term notes. Income is derived from contributions, investment earnings, dues, and program income. Expenditures are primarily for scholarships, program expenses, student loans and awards, public relations and general operating expenses.

**The Bakersfield College Alumni Association** is available for all of us to keep our contact with our friends and associations with the college. BC alums solicit contributions and participation through dues and events including the annual BC Bar-b-que in September and the Jack Frost Golf Tournament in April. All sums collected by this active volunteer group directly benefit BC students through an increasing number of student awards and scholarships.

### Delano Foundation

The Delano College Foundation was established in 1975 to ensure that no student would be turned away from the Delano Community Campus for lack of money. This Foundation has distributed over \$200,000 in scholarships, grants, and gifts to

the students of the Delano Community Campus. Delano Foundation can be reached through the Bakersfield College Foundation or directly at 725-8020.

Friends and supporters of Bakersfield College are invited to support the Foundation and its activities. The Foundation and Alumni Offices are located at Bakersfield College in the Administration Building, Room 6, 1801 Panorama Drive, Bakersfield, California, 93305. Telephone 395-4273. Website address: <http://www.bc.cc.ca.us/foundation>.

## Academic Calendar

### Fall Semester 2002 (August 26 - December 13)

August 19 .....	In-Person Registration For Courses Requiring Instructors' Signatures Begins
August 23 .....	No Registration Available
August 26 .....	Instruction Begins
August 26 .....	Late Registration Begins
September 6 .....	*Last Day for a Refund for Semester-Length Classes
September 2 .....	Labor Day Holiday
September 9 .....	Last Day to Add a Semester-Length Class with Approved Add Form
September 27 .....	*Last Day to Drop From a <b>Semester-Length Class</b> Without Receiving a "W"
November 1 .....	Last Day to File for Graduation
November 11 .....	Veterans' Day Holiday
November 15 .....	*Last Day to Withdraw From a <b>Semester-Length Class</b> and Receive a "W"
November 28-29...	Thanksgiving Holidays
December 13 .....	End of Fall Semester
December 16 .....	January 17 - Winter Recess

### Spring Semester 2003 (January 14 - May 16)

January 13 .....	In-Person Registration For Courses Requiring Instructors' Signatures Begins
January 17 .....	No Registration Available
January 20 .....	Martin Luther King, Jr., Day Holiday
January 21 .....	Instruction Begins
January 21 .....	Late Registration Begins
January 31 .....	*Last Day for a Refund for <b>Semester-Length Classes</b>
February 3 .....	Last Day to Add a <b>Semester-Length Class</b> with Approved Add Form
February 21 .....	*Last Day to Drop From a <b>Semester-Length Class</b> Without Receiving a "W"
February 8 .....	Lincoln Day Holiday
February 22 .....	Washington Day Holiday
April 1 .....	Last Day to File for Graduation
April 14-16 .....	Spring Recess
April 21 .....	*Last Day to Withdraw From a <b>Semester Length Class</b> and Receive a "W"
May 16 .....	End of Spring Semester
May 16 .....	Commencement

\*In courses other than semester length, the Office of Admissions and Records or the instructor should be consulted regarding drop, withdrawal and refund deadlines.

### **Affirmative Action/Equal Opportunity Statement**

In accordance with the requirements of the Civil Rights Act, Bakersfield College provides services and benefits to students regardless of race, color, national origin, ancestry, gender, age, religion, marital status, medical condition or disability. The lack of English language skills will not be a barrier to administration and participation in vocational education programs. (Title VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 503 and 504 of the Rehabilitation Act of 1973, as amended.)

All persons have the right to seek admission to and complete an educational program at Bakersfield College. Interference with students' access and successful completion of their education by any person through unlawful discriminatory conduct will not be tolerated. The college will initiate disciplinary action against persons found to have interfered with a students' education through any means of illegal or immoral intimidation.

A complaint of alleged discrimination may be filed within one year of the alleged discrimination. For complaint forms or additional information, contact one of the following:

Director of Human Resources  
Title IX Coordinator  
Levinson Hall; (661) 395-4435

Dean of Students  
McCuen Hall 8; (661) 395-4614

Tim Bohan  
Disabled Student Programs and Services  
FACE 16; (661) 395-4334

Charles West  
Work Experience and Job Placement  
Student Services 27; (661) 395-4550

Additional inquiries pertaining to federal, state, and local affirmative action and equal opportunity laws, and the governing board policies of Bakersfield College or Kern Community College District, may be directed to the following office:

Human Resources Services Department  
Kern Community College District  
2100 Chester Avenue  
Bakersfield, CA 93301  
(661) 395-4106

### **Declaración De Acción Afirmativa/Igualdad de Oportunidad**

De acuerdo con los requisitos de la acta de derechos civiles, Bakersfield College provee servicios y beneficios a todos estudiantes sin impedimento de raza, color, origen nacional, ascendencia, género, edad, religión, estado civil, condición marital, o impedimento. La falta de capacidad de hablar inglés no ser un obstaculo par la admisiÚn vocacionales. (Titulo VI y VII del Acto Civilde Derechos Civiles de 1974; Titulo IX de los Enmiendas de Educacion de 1972; las Secciones 503 y 504 del Acto de Rehabilitacion del 1973, como modificado.)

Toda persona tiene el derecho de solicitar admisión y completar un programa educativo en Bakersfield College. No se tolerada interferencia alguna con el acceso y termino exitoso de su educación a ninguna persona o estudiante por medio de conducta discriminatoria ilegal. El colegio iniciara acción disciplinaria contra las personas que sean descubirtas interfiriendo con la educacion de los estudiantes por medio de cualquier forma de intimidacion ilegal o inmoral.

Una queja de discriminación supuesta se puede ser registrada dentro del termino de un ano de ocurrida la sepuesta discriminación. Para obtener formas de quejas o información adicional usted puede ponerse en contacto con la siguiente persona:

Manuel Gonzales  
Student Services Building  
(661) 395-4532

Para preguntas adicionales referente a las leyes accion afirmativa y igualdad de oportunidad, ya sean al nivel federal, estatal, o local, y referente a la politica del consejo de gobierno de Bakersfield College o del Distrito Escolar de la Comunidad de Kern, puede ponerse en contacto con siguiente oficina:

Human Resources Services Department  
Kern Community College District  
2100 Chester Avenue  
Bakersfield, CA 93301  
(661) 395-4106



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### **Access to and Confidentiality of Student Records: Privacy Act**

Student records are protected by the Family Educational Rights and Privacy Act, state law and Kern Community College District Board Policy from access by casual or unauthorized persons. Access to records is provided to the student, appropriate college staff members, persons having written consent of the student, or by court order or subpoena.

The Privacy Act affords Bakersfield College the right to release such “Directory Information” as the student’s name, address, e-mail address, photographs, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

Present and former BC students are given the right to inspect, review and challenge the contents of all educational records related to them. No information contained in their educational records may be released without their consent, except to those agencies or individuals authorized by the Act.

Students wishing to inspect, review, or challenge any of their educational records must make a request in writing to the Dean of Students.

Copies of the Bakersfield College and KCCCD Board Policy are available in the Office of Admissions and Records.

### **Policy Concerning Sexual Harassment**

Bakersfield College is fully committed to all federal, state, and local human rights and equal opportunity laws. *Title VII of the Civil Rights Act of 1964*, amended 1991, and Title IX of the Educational Amendments of 1972 are strictly enforced. This legislation specifically prohibits sexual discrimination in employment, and educational programs and services respectively.

Students have the right to gain access to and complete an educational program at Bakersfield College. Interference with students’ admission to and successful completion of their education by any person through unlawful sexual conduct will not be tolerated. The college will initiate disciplinary action against persons found to have interfered with a student’s education through any means of sexual harassment or intimidation.

The Bakersfield College Student Handbook sets forth a statement of Students Rights and Responsibilities, including the complete sexual harassment policy and grievance procedures. Students should refer to this publication for further information.

## ABOUT THE COLLEGE

### History

Established in 1913, Bakersfield College is one of the oldest two-year community colleges in the nation. The initial program offered a one-year curriculum, and in 1915 the trustees of the Kern County High School and Junior College District authorized a second year of junior college and normal school courses. The college opened its 153-acre main campus on Panorama Drive in 1956. Bakersfield College offers courses at its satellite campuses located in downtown Bakersfield at the Weill Institute, Delano Community Campus and three other instructional sites in Kern County. Bakersfield College has continued to grow and to meet the educational needs of Kern County.

Bakersfield College is operated by the Kern Community College District, formed in 1961. In 1967, Porterville College joined the district. Cerro Coso, serving Ridgecrest and the desert area, joined in 1973.

### Beliefs

We believe:

- Students are the primary reason for our existence.
- Education is life changing for generations
- Lifelong learning is the cornerstone for personal growth.
- Both tradition and innovation are valued.
- Excellence is our standard.
- We are interdependent with our community.
- Teamwork is essential.
- Diversity is a resource and broadens our perspective.
- Everyone deserves respect.
- Success is measured by the people we serve.

### Vision

Bakersfield College will be known for its excellence. We will collaborate in community development, foster cooperative efforts and cultivate partnerships. We will ensure student success through innovation and high standards of service and achievement. Our success will be measured by the individuals and communities we serve.

### Mission

The mission of Bakersfield College is to empower our students and community to succeed by providing exceptional instruction and services in a supportive environment.

### Goals

- To provide all students with the competencies necessary for learning and earning
- To increase funding
- To increase operational flexibility
- To require accountability
- To improve our public image and support
- To improve college climate and culture
- To effectively allocate resources

### Accreditation

Bakersfield College, approved by the Chancellor of the California Community Colleges, is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 3402 Mendocino Avenue, Santa Rosa, California 95403, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education. It meets all standards of the California State Department of Education and is listed in the Education Directory, Higher Education, Part 3, published by the United States Office of Education. The University of California, the California State University System, and other colleges and universities give full credit for appropriate courses completed at Bakersfield College.

### Student Right to Know

In compliance with the federal Student Right-to-Know (SRTK) Act of 1990 (Public Law 101-542), Bakersfield College is publishing the following information about Completion and Transfer Rates. These rates are based on very limited cohort (or group) of students. The cohort of students is tracked over a period of three years to determine their academic outcomes. This year we are publishing information about the 1997 cohort, which was tracked from the Fall 1997 through Spring 2000.

The cohort is limited because it includes only students who entered BC in Fall 1997 as first-time, full-time students seeking a degree, certificate or transfer. For perspective, in Fall 1997, 13,425 students were enrolled at BC but the 1997 cohort included only 390 students or 2.9% of the total enrollment. The cohort excludes continuing students and students enrolled in less than 12 units during Fall 1997. It also excludes students who attended BC to upgrade job skills, gain new job skills, maintain licenses, improve basic skills, formulate career interests and complete credits for high school. Further, it excludes students enrolled in classes for personal enrichment, general interest and intellectual/cultural improvement.

Each student in the cohort can be counted in only one of the categories below. A student who fits into more than one category is counted in the one that is highest on the list. For example, a student who receives a degree and transfers is only counted in the Completion category.

**Completion** - The student completed an AA, AS, certificate or 56 transferable units with a 2.0 or better GPA within the three year period

**Transfer** - The student transferred to another postsecondary institution.

**Still Enrolled** - The student is still enrolled at the college.

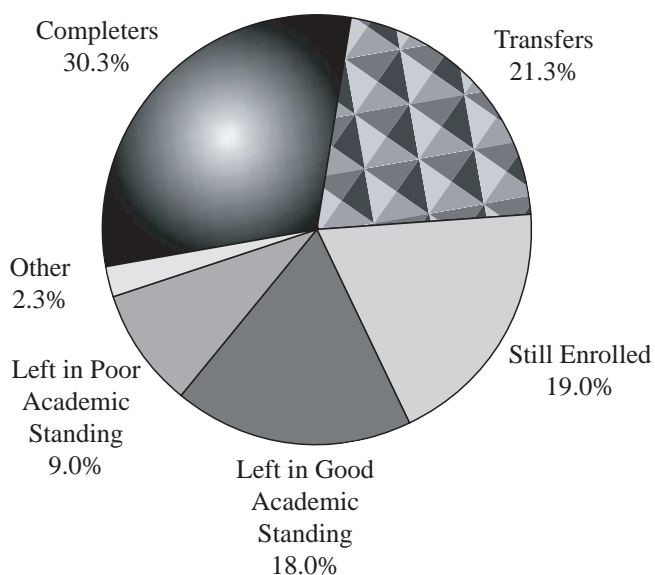
**Left in Good Academic Standing** - The student is no longer enrolled, but left in "good academic standing".

Left in Poor Academic Standing - The student is no longer enrolled, but left the college on academic or progress probation or was on Academic Suspension.

Other - The student left the college to serve in the armed forces, to serve in a Federal Foreign Aid Service (such as the Peace Corps), to serve on an official church mission, because they became permanently and totally disabled or because the student died.

The figure below depicts the results of all categories in BC's 1997 SRTK Cohort. This data suggests that 88.6% of BC's first-time, full-time students in Fall 1997 achieved some level of success - either program completion, transfer, departure in good standing or continued enrollment.

**BC Outcomes for Fall 1997 SRTK Cohort**



The table below compares BC's Completion and Transfer Rates to the statewide Community College average. The slight difference in the percentages compared to the figures above is due to the exclusion of the "Other" category. The rates below are considered our official rates by the CA Community College Chancellor's Office.

	<b>Transfer Rate</b>	<b>Completion Rate</b>
<b>Statewide</b>	<b>32.7%</b>	<b>25.5%</b>
<b>BC</b>	<b>31.0%</b>	<b>21.8%</b>

Please note that these rates are not representative of the entire student population at BC, just a select group. Nor do they account for student outcomes achieved after the three-year tracking period. For further information on SRTK methodology, interpretation and rates at other community colleges, you can visit the CA Community College Chancellor's Office web site at <<http://srtk.cccco.edu/>>.