

## **Bakersfield College**

Welcome to Bakersfield College!

We're glad you're planning to join us for the 2012-2013 school year. Our campuses are full of students who are discovering what it means to receive an education in a vibrant, innovative, and challenging environment which educates and enriches every student we serve.

Bakersfield College's exceptional faculty and staff challenge and mentor our students, equipping them to make a real difference in the world – in their homes and communities. From our helpful counselors and educational advisors, to our faculty who offer educational advice, many resources are available for students as they make their way through the educational process.

This catalog explains our academic programs, requirements for admission and the various support services available on campus. Please visit Bakersfield College's website at [BakersfieldCollege.edu](http://BakersfieldCollege.edu) for more information or if you have additional questions.

For nearly 100 years, Bakersfield College has set the standard for academic excellence and the delivery of marketable training programs which help students enter the workforce ready to be successful. Bakersfield College offers more than 100 certificate and associate's degree programs, and is committed to providing high-quality and affordable academic and career and technical education programs.

As president of Bakersfield College, I know I speak for all of our faculty, staff, and students in welcoming you to Bakersfield College and wishing you much success as you work to achieve your educational goals.

Sincerely,



Nan Gomez-Heitzeberg  
Interim President

**Kern Community College District**  
**Chancellor, Sandra Serrano**  
**Board of Trustees**  
**President, John S. Corkins**  
**Vice President, John A. Rodgers**  
**Clerk, Dennis L. Beebe**  
**Rose Marie Bans**  
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**Kay S. Meek**  
**Stuart O. Witt**

**BC**  
**Bakersfield**  
**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 present day campus high above the Panorama bluffs in 1956. Bakersfield College offers courses at its satellite campuses located in downtown Bakersfield at the Weill Institute, at its Delano Campus and other locations in Kern County.

The 153-acre Panorama campus features a state-of-the-art library and technology center and a 19,000-seat stadium that is the crown jewel of community colleges nationwide. With the dedication and opening of the William A. Wheeler Aquatic Center in 2003, an expanded fitness center, and a student success center, Bakersfield College students now enjoy the ability to experience growth in academic, as well as physical and social activities.

Bakersfield College boasts top-notch facilities that are second to none among California Community Colleges. State and bond-funded construction will continue to upgrade facilities to help students achieve their academic goals.

**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**

With its heritage as a foundation and an eye toward the future, Bakersfield College provides the high quality education necessary for our socially and ethnically diverse students—whether they be vocational, transfer-oriented, developmental, or some combination of these—to thrive in a rapidly changing world.

We will accomplish our mission by:

- Establishing strong connections with our student and business communities;

- Understanding the needs of our diverse student population;
- Responding to student and community needs with efficiency and flexibility;
- Honoring our long heritage of community involvement;
- Remaining vigilant in scanning our present and future environment within which we operate; and
- Promoting tolerance and patience with all of our stakeholders.

**College Strategic Initiatives**

- Improve student access, retention, and success.
- Provide effective learning and earning pathways for students.
- Support student learning through appropriate technology.
- Support student learning through streamlined systems and processes.

**Department of Institutional Development and Foundation**

**Mission**

The Office of Institutional Development promotes, develops and supports Bakersfield College students, faculty and staff. It is guided by the educational master plan and is committed to provide service to this institution of higher learning. The College goals provide the direction and vision upon which the office focuses to support its purposes.

**Purpose**

The office exists to support Bakersfield College in the following areas: creating resources from community and business partnerships, developing and disseminating information to meet the needs of the institution, enhancing the institution’s image, supporting the development of educational programs, and supporting student scholarship and student aid opportunities.

The units within this department are Foundation and the Alumni Association.

**Foundation**

The purpose of the Bakersfield College Foundation is to provide capital campaign support, student support through scholarships and community contact for mentoring and curriculum resources, faculty and staff support through grants and aid, and numerous supplemental educational opportunities for staff and students. Foundation activities provided funds to finance scholarships and awards last year which directly benefited over 500 Bakersfield College students including the President’s Scholars. The Foundation and its Board of Directors provide a direct liaison for financial support between the College and the community. The Foundation also assists Bakersfield College students, administration, faculty and staff to attain the College’s and community’s educational goals.

Total 2011-2012 Foundation assets exceeded \$14 million of which the majority is invested in bonds and equities.

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 Foundation operating expenses. The Foundation provided nearly \$500,000 last year to students.

The Bakersfield College Alumni Association is available to all individuals who have a benevolent interest in the College to keep in contact with friends and maintain an association with the College. Bakersfield College Alumni solicit contributions and participation through dues and events, including the annual Bakersfield College Barbecue in September. All monies collected by this active volunteer group directly benefit Bakersfield College students through student awards and scholarships as well as contributions to many other student affiliated school programs.

The Foundation and Alumni Offices are located at Bakersfield College in the Administration Building, Room 19, 1801 Panorama Drive, Bakersfield, CA 93305. Telephone (661) 395-4800. Website address: <http://BakersfieldCollege.edu/foundation/>, or [www.bcfoundation.net](http://www.bcfoundation.net)

#### **Delano Campus Foundation**

The Delano Campus Foundation is an auxiliary of the Bakersfield College Foundation. It was established in 1975 to ensure that no student would be turned away for lack of money. This auxiliary has distributed more than \$250,000 in scholarships, grants and gifts to the students of the Delano Campus. It hosts a yearly scholarship awards night at the end of each spring semester that honors scholarship winners and their families and donors. The event is held on the Delano campus, and the public, including civic, business and educational leaders, and students and staff regularly attend. The Delano Campus Foundation can be reached at (661) 720-2000, or through the Bakersfield College Foundation office at (661) 395-4800. Friends and supporters of Bakersfield College's Delano campus are invited to support the Delano campus through this auxiliary.

#### **Norman Levan Center for the Humanities**

The Norman Levan Center for the Humanities, made possible through a generous gift from Bakersfield physician Dr. Norman Levan, is a 4,400 square-foot campus facility that houses a large seminar hall, offices, the Levan Library, and outdoor seminar areas.

The mission of the Levan Center is to provide programs that focus on and foster greater appreciation of the humanities, explore the relevance of the humanities to the practice of medicine, examine and support ethical behavior in business and the professions, recognize and encourage scholarship and intellectual exchange among Bakersfield College faculty and students, and involve the Bakersfield community in examining the importance of the humanities in the lives of people.

The Levan Center sponsors lectures, panel discussions, topical seminars, humanities book discussion groups, conferences, and retreats. It awards annual Humanities Essay Scholarships to Bakersfield College students and Summer Scholarship Grants to Bakersfield College faculty, and it supports humanities programs on campus and collaborates with community organizations.

The Center office is located at Bakersfield College in the Norman Levan Center for the Humanities, 1801 Panorama Drive, Bakersfield, CA 93305. For information, contact Jack Hernandez, Director, at (661) 395-4339 or by email at [jhernand@bakersfieldcollege.edu](mailto:jhernand@bakersfieldcollege.edu). Website address: <http://BakersfieldCollege.edu/levancenter/>.

#### **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, 10 Commercial Boulevard, Suite 204, Novato, California, 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 complaints must be in writing and directed to the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges at: <http://www.accjc.org/>

#### **Student Right to Know**

In compliance with the federal Student Right-to-Know (SRTK) Act of 1990 (Public Law 101-542), it is the policy of Bakersfield College to publish its student completion and transfer rates. These rates are based on a limited cohort (or group) of students which are tracked for a three-year period. The cohort is limited because it includes only students who entered Bakersfield College in the fall term as first-time, full-time students seeking a degree, certificate or transfer. Students included in the 2007 SRTK Cohort were tracked from Fall 2007 through Spring 2010 to determine their academic outcomes during the time period.

A student is included in the **Completion Rate** if they attained a certificate or degree or became 'transfer prepared' within the three-year period. Transfer-prepared is defined as having completed 60 transferable units with a GPA of 2.0 or better.

A student is included in the **Transfer Rate** if, within the three-year tracking period, they transferred to another postsecondary institution prior to receiving a certificate or degree or becoming 'transfer-prepared.'

The table below compares Bakersfield College's Completion and Transfer Rates to the statewide community college average.

2007 SRTK Cohort	Completion Rate	Transfer Rate
Bakersfield College	19.4%	13.7%
Statewide	24.4%	15.2%

These rates do not represent the completion and transfer rates of the entire student population at Bakersfield College nor do they account for student outcomes occurring after the three-year tracking period. For further information on SRTK methodology, interpretation and rates at other community colleges, you can visit the California Community College Chancellor's Office web site at <http://srtk.cccco.edu/index.asp>.

**Academic Calendar**

**Fall Semester 2012 (August 20 - December 7)**

- April 12. .... Early web registration begins
- April 25-27 ..... Open web registration begins
- August 20 ..... **Instruction Begins**
- August 31 ..... \*Last Day for a Refund for Semester-Length Classes
- September 3 ..... Labor Day Holiday
- September 4 ..... Last Day to Add a Semester-Length Class with Approved Add Form
- September 4 ..... \*Last Day to Drop From a Semester-Length Class Without Receiving a "W"
- October 29 ..... \*Last Day to Withdraw From a Semester-Length Class and Receive a "W"
- November 1 ..... Last Day to File for Graduation
- November 12 ..... Veterans' Day Holiday
- November 14 ..... Early Web Registration Begins
- November 22-23 ..... Thanksgiving Holidays
- November 28-30 ..... Open Web Registration Begins
- December 7 ..... End of Fall Semester

**Spring Semester 2013 (January 14 - May 11)**

- November 14 ..... Early web registration begins
- November 28-30 ..... Open web registration begins
- January 14 ..... **Instruction Begins**
- January 21 ..... Martin Luther King, Jr. Day Holiday
- January 25 ..... \*Last Day for a Refund for Semester-Length Classes
- January 28 ..... Last Day to Add a Semester-Length Class with Approved Add Form
- January 28 ..... \*Last Day to Drop From a Semester-Length Class Without Receiving a "W"
- February 15 ..... Lincoln Day Holiday
- February 18 ..... Washington Day Holiday
- March 25 - 29 ..... Spring Recess
- March 22 ..... \*Last Day to Withdraw From a Semester-Length Class and Receive a "W"

- April 1 ..... Last Day to File for Graduation
- April 10 ..... Early Web Registration Begins
- April 24-27 ..... Open Web Registration Begins
- May 10 ..... Commencement
- May 10 ..... End of Spring Semester

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

**Equal Employment 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 and the Americans with Disabilities Act of 1990.)

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.

Kern Community College District will afford reasonable accommodations for applicants and employees to enable qualified individuals to perform essential job functions. Students with disabilities will be accommodated to ensure accessibility and full participation in educational programs. To request reasonable accommodations, applicants and employees should contact the Human Resources Manager at (661) 395-4660. Students should contact Disabled Student Programs and Services at (661) 395-4334.

**Unlawful Discrimination**

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

Human Resources Manager  
 1801 Panorama Drive  
 Bakersfield, CA 93305  
 (661) 395-4660

Additional inquiries pertaining to federal, state, and local equal opportunity laws, and the governing board policies of Bakersfield College or Kern Community College District (KCCD Board Policy Section 11-D) may be directed to the following office:



Vice-Chancellor, Human Resources  
Kern Community College District  
2100 Chester Avenue  
Bakersfield, CA 93301  
(661) 336-5140

### **Declaración De 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, ancestría, género, edad, religión, estado civil, condición marital, o impedimento. La falta de capacidad de hablar inglés no ser un obstaculo par la admisiÚn vocacionales. (Título VI y VII del Acto Civilde Derechos Civiles de 1974; Título 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.

### **Discriminación Ilegal**

Una queja de discriminación ilegal 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:

Human Resources Manager  
1801 Panorama Drive  
Bakersfield, CA 93305  
(661) 395-4660

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:

Vice-Chancellor, Human Resources  
Kern Community College District  
2100 Chester Avenue  
Bakersfield, CA 93301  
(661) 336-5140

### **Students with Disabilities**

Bakersfield College will make reasonable accommodations and/or academic adjustments to ensure that students with disabilities have an equal opportunity to participate in the college's courses, programs and activities, including extracurricular activities. Students with disabilities who

are requesting academic accommodations or auxiliary aids should contact Disabled Student Programs & Services at (661) 395-4334. For DSP&S services at the Delano Campus, please contact (661)-720-2000. Participation by students with disabilities in Disabled Student Programs & Services is voluntary. Any student choosing not to participate in the program may elect an alternate path for services through the office of the Dean of Students.

The Bakersfield College Curriculum Committee approved the following Accessibility Statement: "Bakersfield College recognizes the importance and benefits of using technology to enhance student learning, especially as it helps students, faculty and staff communicate more effectively. Every effort will be made to ensure that the design of instructional material and activities for ALL classes taught at Bakersfield College, both face-to-face and at a distance, are accessible to all students, including those with disabilities."

### **Estudiantes Incapacitados**

Bakersfield College proveerá servicio y/o arreglos académicos para asegurar que estudiantes incapacitados tengan oportunidades iguales para participar en las clases de esta escuela, incluyendo actividades extraescolares. Tales estudiantes que piden arreglos o aparatos auxiliares deben llamar a Disabled Student Programs and Services a (661)-395-4334. Participación es voluntaria. Estudiantes que no desean participar en este programa pueden ponerse en contacto con la oficina del Decano de Aprendizaje/Servicios Auxiliares.

### **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, officials of the United States Department of Education; 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. If a student does not want this information released, the student must check the privacy requested box on the admission/update forms.

Present and former Bakersfield College 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 Director of Enrollment Services, (661)-395-4301, Room A-7.

Copies of the Bakersfield College FERPA 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 student handbook, *The Guide to Bakersfield College, Student Planner*, sets forth a statement of Students Rights and Responsibilities and complaint procedures. Students should refer to this publication for further information.