

Bakersfield College
Actionable Improvement Plan Tracking Document

Revised April 9,
2014

ID	AIP / Action Plan Description	Strategic Goal Relationship	Strategic Initiative Relationship	Oversight / Responsible Party(ies)	Contact Person	Timeline	Notes and/or Completion Date	Evidence and/or Deliverable(s)	Type and Location of Materials
AIP1 Std IB	Develop a systematic and comprehensive evaluation of the Bakersfield College planning processes as well as of the effectiveness in the improvement of instructional programs and support services	Integration		College Council and Academic Senate with Academic and Student Affairs VPs and IRP		May 2013			
AIP2 Std IIA	Develop and implement a detailed plan to improve the services to distance education students to increase their ability to succeed in their courses	Student Success		Academic and Student Affairs VPs & Dean of Learning Resources		Spring 2013		Annual Status Report to ISIT	
	AIP-2A Development of an online student orientation system to better prepare students for online courses with the overall goal of increasing their success in those courses.	Student Success							
	AIP-2B Development of a student signal alert system that would inform students of their current course progress and refer them to appropriate helpful resources.	Student Success							
	AIP-2C Development of an online tutoring program to increase students' ability to succeed in an online course.	Student Success							
	AIP-2D Increased online counseling to better support online students with the goal of increased retention.	Student Success							
	AIP-2E Development of additional pedagogical training and support for online faculty.	Professional Development							
AIP3 Std IIB	Enhance the efficacy and efficiency of students maneuvering through college processes.	Student Success Facilities & Infrastructure		VP of Student Affairs				Plan for One-Stop Center	
	AIP-3A Review the latest plans to remodel the Current Student Services Building into a one-stop center.	Student Success Facilities & Infrastructure							
	AIP-3B Assess the student services needs of the student population.	Student Success							
	AIP-3C Create a reasonable timeline for the remodel.	Student Success							
	AIP-3D In the case that funding opportunities arrive, Bakersfield College would be ready to submit its proposal.	Student Success Facilities &							

AIP4 Std IIIA Std IVB	Bakersfield College recommends that the Kern Community College District and College work collaboratively on the following items.	Communication Oversight & Accountability		Executive VP, Academic Affairs and Student Services & BC Human Resources				Annual Status Report to ASC for Input & Evaluation	
	AIP-4A Develop, implement, and evaluate an annual review of human resources services at Bakersfield College, including EthicsPoint.	Communication Oversight & Accountability							
	AIP-4B Provide clarification to College employees on the roles or functions of human resources positions to improve understanding and allow for more effective operations.	Communication Oversight & Accountability							
	AIP-4C Develop, implement, and evaluate an annual survey to all employees regarding BC and KCCD adherence to written policies in employment procedures, ensuring fairness in all employment procedures. Initial research will focus on validating and clarifying current responses to develop a benchmark.	Communication Oversight & Accountability							
	AIP-4D Develop, implement, and evaluate an annual survey to all employees who serve on screening committees to evaluate the effectiveness and efficacy of the screening process itself.	Communication Oversight & Accountability							
AIP5 Std IIIB	Maintain a more healthful learning and working environment on the Panorama Campus	Facilities & Infrastructure		Maintenance and Operations Department and Facilities Committee					
	AIP-5A Implement and evaluate the work order software system designed to assign and track work	Facilities & Infrastructure; Communication							
	AIP-5B Provide support to work with custodial staff to define expectations and improve cleanliness levels across the campus	Facilities & Infrastructure; Professional Development							
	AIP-5C Adjust start times and cleaning areas of responsibility to be more centralized and balanced	Facilities & Infrastructure							
	AIP-5D Evaluate the effectiveness of increased temporary custodial staff	Facilities & Infrastructure				Spring 2012			
	AIP-5E Prioritize maintenance and repairs to existing buildings and building infrastructure	Facilities & Infrastructure							