Committee: Academic Senate

Direction #4 Oversight & Accountability						
A commitment to improve oversight, accountability, sustainability, and transparency in all college processes.						
#	**Initiative**	**How will you evaluate and document the initiative's success?**	**What committee or position would be responsible? (The person closing the loop and reporting out)**	**Scoring**	**Action Plan**	**Evidence**
Accountability						
4.13	Ensure internal deadlines are met. Examples include Program and Curricular Reviews.	Internal deadlines are clearly publicized and met. Committees and other entities need procedures to deal with late work and report that deadlines have been met.	AIQ All Committees	perpetually in progress	To review draft reports and documents and solicit input, assist in finalizing, and ensure submittal of reports in a timely manner	Documents located on Senate, Program Review, Curriculum and College Council websites: ***https://committees. kccd.edu/bc/***
4.16	Communicate and monitor the board policy adoption process.	Regular reports to College Council and Academic Senate.	Academic Senate and College Council	perpetually in progress	To analyze the propsed changes to the Board Policy (BP) and Procedure (AP), solict inupt, and forward recommendations to District Consultation Council (DCC)	Policies and procedures located on Senate website (under Polices & Procedures); Senate Actions recorded in minutes and also on the Action/Motion/Resolution tracking sheet located on Senate website: ***https://committees. kccd.edu/bc/commit tee/senate***

Additional Initiatives the Committee is Working On						
	Initiative	**Applies to which Strategic Direction(s)?**	**How will you evaluate and document the initiative's success?**	**Scoring**	**Action Plan**	**Evidence**
1.1	To initiate each campus standing committee to review their charge on an annual basis	1-Student Learning	Title 5 & BP Section 6; 10+1 District and College governance structures, as related to faculty roles Approval by Academic Senate, College Council	perpetually in progress	To administer the annual review and revision of each standing committee charge. The review process starts each Fall semester (first meeting). To monitor the appointments of committee membership status outlined in the charge.	Committee charges are located on the individual committees websites: *https://committees.kccd.edu/bc/* and also documented in the minutes and the Action tracking master located on the Senate website: *https://committees.kccd.edu/bc/committee/senate*

	To provide professional development opportunities	5-Leadership & Engagement	Title 5 & BP Section 6; 10+1 Policies for faculty professional development activities Approval by College President	perpetually in progress	To announce, promote, and recruit current Senate members and faculty in general to attend ASCCC, statewide and local professional development events. Members provide a follow-up report on what they learned at the conference.	ASCCC events are located on the ASCCC website: *http://www.asccc.org/calendar/list/events;* BC events are located on the Professional Development website: *https://www.bakersfieldcollege.edu/employees/professional-development;* and the PDC website: *https://committees.kccd.edu/bc/committee/pdc conference;* Reports are located in the minutes and a Travel log, both are located on the website: *websitehttps://committees.kccd.edu/bc/committee/senate*
1.2						
	To establish, monitor, and evaluate annual Goals	1-Student Learning	Title 5 & BP Section 6; 10+1 District and College governance structures, as related to faculty roles Approval by Senate; reviewed by College Council	perpetually in progress	To establish goals at first meeting of the Fall semester; monitor progress made; evaluate progress and document achievements at the final meeting of the Spring semester.	Goals & Goals Report are both located on website *https://committees.kccd.edu/bc/committee/senate*
1.3						

1.4	To condut routine and special elections for Faculty Co-chair appointments	1-Student Learning	Title 5 & BP Section 6; 10+1Faculty roles & involvement in accreditation processes, including self-study & annual reports Appointment by College President	perpetually in progress	To recuit and solicit faculty campus-wide; conduct interviews; make recommendations to College President.	Appointments are located on the website: *https://committees.kccd.edu/bc/committee/senate*
1.5	To facilitate Task Force and Ad hoc committees as needed	2-Student Progression and Competion	Title 5 & BP Section 6; 10+1 Faculty roles & involvement in accreditation processes, including self-study & annual reports Appointment by Senate	perpetually in progress	To appoint a group of individuals to research, address or recommend action(s) regarding specific issues facing the college; the committee composition and goals are established; updates are provided; when the project is completed, the group reports out with a recommendation. This is documented and recomendations are tracked for implementation.	A list of Task Force/Ad hoc committees, composition, goals, membership, and reports are located are located in the minutes and posted on the website: *https://committees.kccd.edu/bc/committee/senate*

1.6	To administer equivalencies by way of the Equivalency Committee	1-Student Learning	Title 5 & BP Section 6; 10+1Faculty roles & involvement in accreditation processes, including self-study & annual reports Required by Ed Code Approval by Equivalency Committee	perpetually in progress	To analyze qualifications and determine equivalency of minimum qualifications for faculty; to ensure bi-annual reports are provided.	Equivalency determination is recorded on tracking sheet and located in the Acadmeic Senate Share Drive; a summary of equivalency requests reviewed are located on the Senate Year-end Report , which can be found on the website: ***https://committees. kccd.edu/bc/commit tee/senate*** Human Resources retains the complete file and documentation.
1.7	To process Faculty Hiring Committee appointments in a timely manner	4-Oversight and Accountability	Title 5 & BP Section 6; 10+1Faculty roles & involvement in accreditation processes, including self-study & annual reports Approval by the Senate	perpetually in progress	To review and approve the faculty appointments and ensures policy guidelines are adhered to; track the number of hiring committees formed.	Approved committee members recorded in Senate minutes, Committee master spreadsheet- both located on Senate website: ***https://committees. kccd.edu/bc/commit tee/senate;*** Human Resourses retains compelte documentation.

1.8	To foster faculty participation	5-Leadership & Engagement	Title 5 & BP Section 6; 10+1Faculty roles & involvement in accreditation processes, including self-study & annual reports	perpetually in progress	To identify areas of need and seek faculty for positions; track identify attendance. To inform faculty how their areas can benefit from involvement; provide current information to faculy. To provide resources to include Delano in meetings.	Membership and attendance is documented in the minutes and found on the website: ***https://committees.kccd.edu/bc/committee/senate*** The Secretary/Officer sends out meeting summaries all faculty.