Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity

The institution demonstrates strong commitment to a mission that emphasizes student learning and student achievement. Using analysis of quantitative and qualitative data, the institution continuously and systematically evaluates, plans, implements, and improves the quality of its educational programs and services. The institution demonstrates integrity in all policies, actions, and communication. The administration, faculty, staff, and governing board members act honestly, ethically, and fairly in the performance of their duties.

Standard I.C.1 – Institutional Integrity

Standard I.C.1

The institution assures the clarity, accuracy, and integrity of information provided to students and prospective students, personnel, and all persons or organizations related to its mission statement, learning outcomes, educational programs, and student support services. The institution gives accurate information to students and the public about its accreditation status with all of its accreditors. (ER 20)

Evidence of Meeting the Standard

The primary way we communicate information to students, prospective students, employees, and the public about our mission statement, learning outcomes, educational programs, and student support services is via the web through the main Bakersfield College website at https://www.bakersfieldcollege.edu and the publicly-accessible BC committees website at https://committees.kccd.edu/bc (I.C.1-, IC_BC_DegreesCerts_web, IC_BC_AcadSupportHome_web, IC_BCC_CommitteesHome_web). The evidence files are the homepages for our educational programs and the student support services on the BC website and the Committees homepage. We also communicate to the students, staff, and public via social media such as Facebook and Twitter. We now have an app for mobile devices (BC Renegades app) that provides users with timely information about what's happening at the college, the student handbook, campus safety information, official BC notifications, links to campus email and college directory, and other important BC information geared toward the students (I.C.1-, IC_OSL_BCRenegadeApp_web).

The mission statement, institutional and program learning outcomes, and information about our educational programs are also printed in hardcopy form in the Bakersfield College Catalog that is also available on the BC website (I.C.1-, IC_CAT_FullCatalog-1718_doc, IC_CAT_Home_web). In addition, our mission statement is posted in every building. Bakersfield College's accreditation status is posted in the footer of every webpage on the Bakersfield College website and our accreditation website, which houses the past institutional self-evaluation and visiting team reports, is one click away from the main BC website (I.C.1-, IC_BC_AccreditationSite_web).

Analysis and Evaluation

Bakersfield College assures the clarity, accuracy and integrity of the information related to our mission statement, learning outcomes, educational programs, and student support services by intentionally building in regular review of these things into our normal mode of operations as described in our Decision Making Document (I.C.1-, IC_BC_DecsnMakDoc-Dec17_web). Included in this is the annual review of the BC Catalog by the Curriculum Committee available online as well as in hardcopy (I.C.1-, IC_CRC_CurriculumHome_web, IC_CAT_Home_web). In addition, our Marketing & Public Relations Office (MPR) has the technological tools to scan the thousands of pages on the main BC website to flag old pages that may need to be updated as well as checking for universal accessibility for Section 508 compliance. They also have developed a standardized procedure to do the accuracy and integrity review

of all of the sections of the BC website (I.C.1-, IC_OP_WebAccChkProc-MPR_doc, IC_OP_WebAccuracyRvwMsg_eml).

In our response to Standard I.A.4, we noted that we review and reaffirm our mission statement annually and carry out a comprehensive review of the mission statement every two to three years. Information about course level SLOs are in the course outline of record been housed in CurricUNET and we are in the process of moving the information to eLumen. Course level SLOs are approved by the Curriculum Committee and the Assessment Committee as part of every course's new approval or revision process (I.C.1-, IC_CRC_CurriculumHome_web, IC_AC_AssessCommHome_web, IC_CRC_PCAH-CurHdbk_doc). Publishing the learning outcomes information on these publicly-accessible websites makes it available to all students, prospective students, college personnel, and other community members.

Course SLO assessment data have been housed in homegrown databases of Excel spreadsheets posted on the Assessment Committee website because we could not get the CurricUNET assessment module to fit our needs (I.C.1-, IC_AC_AssessCommHome_web). Each program's responses to the program learning outcomes assessment form included in the annual program review process (described in our response to Standard I.B) are also posted on the Assessment Committee website. The SLO and PLO assessment data are being moved to eLumen.

The College meets Standard I.C.1.

List of Evidence
IC_BC_DegreesCerts_web
IC_BC_AcadSupportHome_web
IC_BCC_CommitteesHome_web
IC_OSL_BCRenegadeApp_web
IC_CAT_FullCatalog-1718_doc
IC_CAT_Home_web
IC_BC_AccreditationSite_web
IC_BC_DecsnMakDoc-Dec17_web
IC_CRC_CurriculumHome_web
IC_CAT_Home_web
IC_OP_WebAccChkProc-MPR_doc
IC_OP_WebAccuracyRvwMsg_eml
IC_CRC_CurriculumHome_web
IC_AC_AssessCommHome_web
IC_CRC_PCAH-CurHdbk_doc
IC_AC_AssessCommHome_web

Standard I.C.2– Institutional Integrity

Standard I.C.2

The institution provides a print or online catalog for students and prospective students with precise, accurate, and current information on all facts, requirements, policies, and procedures listed in the "Catalog Requirements" (see endnote). (ER 20)

Evidence of Meeting the Standard

Bakersfield College provides both a print and online catalog for students and prospective students with precise, accurate, and current information on all facts, requirements, policies, and procedures listed in the "Catalog Requirements" of the Accrediting Commission of Community and Junior Colleges (ACCJC) (I.C.2-, IC_CAT_FullCatalog-1718_doc, IC_CAT_Home_web).

Analysis and Evaluation

Bakersfield College updates its catalog every year. We post catalog addendums to the Bakersfield College Catalog website as updates are made. The catalog serves as a resource for both students and employees regarding official college policies, procedures, financial costs, and outcomes, as well as information on academic quality, courses, programs of study, and the credentials of college leadership and faculty. We also regularly redesign the catalog to improve the clarity of the information to students. This work is coordinated by the Catalog Redesign Taskforce of the Curriculum Committee.

As noted on page three of the printed 2017-18 catalog, we redesigned and overhauled the catalog in summer 2017 as part of our implementation of Guided Pathways. The updated catalog will continue to grow and transform over the following year as Guided Pathways is more fully implemented. The web version of the catalog will be built in an interactive manner to enable students to find information based on Learning and Career Pathways programs and courses (I.C.2-, IC_CAT_DevProcess-Su17_doc, IC_CAT_ProcessFlow-Su17_doc). The table below lists the ACCJC Catalog Requirements and the page numbers where these items are found in the printed 2017-18 Bakersfield Catalog.

Catalog Requirement	Location in printed 2017-18 Bakersfield Catalog
Official Name, Address(es), Telephone Number(s), and Website Address of the Institution	3, 5, 7
Educational Mission	9
Representation of accredited status with ACCJC, and with programmatic accreditors if any: • The Commission • California Board of Registered Nursing • California Community College Athletic Association • California Veterinary Medical Board • ASE, AERA, BAR, MCACS (Automotive) • Western Assoc. Food Chains • Joint Appr Comm. Of CA Dept Corrections and CA Correctional Peace Officers Assoc. • Emergency Medical Services Authority • National Fire Protection Association	3 3, 188, 190, 192 26 78 92–98 107 128 138, 198, 199, 200, 201

• Office of the State Fire Marshall	147, 148, 150
• California Department of Public Health	148, 150, 285, 288, 289, 290
• California Board of Vocational Nursing and Psychiatric Technicians	193
	194
• Commission on Accreditation of Allied Health Education Programs	
	198, 199, 200, 201
• National Highway Transportation and Safety Administration	
	198, 199
• Department of Public Health, Radiologic Health Branch	
	241
• Joint Review Committee on Education in Radiologic Technology	
	216
• Commission on Peace Officers Standards and Training	
	240, 241
• Association of Records Managers and Administrators	
	258
• Corrections Standards Authority for counties participating in the Standards and Training for Corrections Program	
• Education Foundation of the National Restaurant Association	258, 261
• National Wildfire Coordinating Group	
	282
• American Health Information Management Association	284, 285, 288
• American Heart Association Healthcare Provider BLS	294
• California Association of Nurseries & Garden Centers and Professional Landcare Network	304
	314
Course, Program, and Degree Offerings	35–36, 62–232 (Programs + Degrees), 237–335
Student Learning Outcomes for Programs and Degrees	62-232
Academic Calendar and Program Length	5 (Calendar), 62-232 (Program Length)
Academic Freedom Statement	34
Available Student Financial Aid	27–28
Available Learning Resources	32–33
Names and Degrees of Administrators and Faculty	336–355
Names of Governing Board Members	6
Admissions	13–15
Student Tuition, Fees, and Other Obligations	22–23

Degrees, Certificates, Graduation and Transfer	34–58
Academic Regulations, including Academic Honesty	34–41
Nondiscrimination	10–11
Acceptance and Transfer of Credits	36, 47–55
Transcripts	18, 20, 24
Grievance and Complaint Procedures	3, 10, 11, 29, 40
Sexual Harassment	11, 29
Locations/Publications Where Other Policies may be Found	10, 11

The College meets Standard I.C.2.

List of Evidence
IC_CAT_FullCatalog-1718_doc
IC_CAT_Home_web
IC_CAT_DevProcess-Su17_doc
IC_CAT_ProcessFlow-Su17_doc

Standard I.C.3 – Institutional Integrity

Standard I.C.3

The institution uses documented assessment of student learning and evaluation of student achievement to communicate matters of academic quality to appropriate constituencies, including current and prospective students and the public. (ER 19)

Evidence of Meeting the Standard

Bakersfield College documents its assessment of student learning and evaluation of student achievement on the main Bakersfield College website, especially the Renegade Scorecard (I.C.3-, IC_RS_ScorecardHome_web), the publicly-accessible BC committees website at https://committees.kccd.edu/bc (I.C.3-, IC_BCC_CommitteesHome_web), and reporting at the public meetings of the Board of Trustees.

Analysis and Evaluation

Through the Renegade Scorecard, Bakersfield College provides publicly-accessible institutional data and information pertaining to student enrollment, student achievement, student engagement, student equity outcomes, and other key indicators of institutional effectiveness. The Renegade Scorecard is a tool for both communication and honest dialogue about our important work at the college to transform our students' lives. It is because we have a deeply-rooted culture of dialog and we want to sustain that dialog, we strive to be transparent in our communication of assessment and evaluation results to all of our constituencies, posting the things we are doing well along with the challenges and shortcomings on publicly-accessible websites, including the committee websites.

We describe the communication of our assessment and evaluation efforts in our response to Standard I.B.8. In our response to Standard I.B.8, we discuss the assessment data posted on the Assessment Committee website and our institution-wide evaluation and improvement efforts, including the three-year Strategic Directions plan, on the Accreditation and Institutional Quality (AIQ) Committee website (I.C.3-, IC_AC_AssessCommHome_web, IC_AIQ_Homepage_web, IC_SD_StrategicDirsHome_web). Current and prospective students and the public are able to access the Renegade Scorecard and the Committees website from the "About BC" link at the top of every page of the main BC website and choosing the appropriate item under the "Our Institution" menu.

In addition, we communicate our assessment and evaluation efforts in the Educational Master Plan posted on the main BC website in the "Office of the President" item of the "Welcome" menu from the "About BC" link. The 2014-17 and 2017-2020 Educational Master Plans are posted in the "College Projects" of the President's website and the Institutional Plans webpage (I.C.3-, IC_OP_EMP-CollProjects_web, IC_BC_InstitutionPlans_web). Every year the District is required to present the Bakersfield College (as well as our two sister colleges) results for the Student Success Scorecard of the California Community College Chancellor's Office (I.C.3-, IC_KCCD_BOTagndasStSuSc_mtg, IC_KCCD_StSuSc-09Nov17_doc). The first evidence file for the Student Success Scorecard shows the November 2017 and October 2016 agenda items where the Scorecard was presented to the Board of Trustees and the second evidence file is what was presented at the November 2017 meeting.

The College meets Standard I.C.3.

List of Evidence

IC_RS_ScorecardHome_web
IC_BCC_CommitteesHome_web
IC_AC_AssessCommHome_web
IC_AIQ_Homepage_web
IC_SD_StrategicDirsHome_web

IC_OP_EMP-CollProjects_web
IC_BC_InstitutionPlans_web
IC_KCCD_BOTagndasStSuSc_mtg
IC_KCCD_StSuSc-09Nov17_doc

Standard I.C.4 – Institutional Integrity

Standard I.C.4

The institution describes its certificates and degrees in terms of their purpose, content, course requirements, and expected learning outcomes.

Evidence of Meeting the Standard

Bakersfield College describes its certificates and degrees, including the baccalaureate program, in both the printed catalog and on the catalog website (I.C.4-, IC_CAT_FullCatalog-1718_doc, IC_CAT_Home_web). We also described the certificates and degrees on the Degrees & Certificates section of the main BC website (I.C.4-, IC_BC_DegreesCerts_web). Each program is described in terms of their purpose, content, course requirements, and expected learning outcomes. Certificate and Degree program information is housed in CurricUNET and we are in the process of moving the information to eLumen.

Analysis and Evaluation

All course, certificate & degree program proposals are submitted to the Curriculum Committee (I.C.4-, IC_CRC_CurriculumHome_web) using a template to ensure all of the Title 5 criteria are met (I.C.4-, IC_CRC_CORTemp_doc, IC_CRC_ProgTemp_doc). Besides the information requirements of this Standard, all program proposals submitted to the Curriculum Committee must also include discussion of how the program supports the mission of Bakersfield College, labor market data that supports workforce demands, career options, projected number of students who will complete the program, information about the scheduling of classes, the department in which the program will be housed, and similar programs at other colleges in our service area. The Curriculum Committee assures accuracy, clarity and integrity of the program and course information by following the systematic review process described in the Program and Course Approval Handbook from the CCCCO's Division of Academic Affairs (I.C.4-, IC_CRC_PCAH-CurHdbk_doc).

The College meets Standard I.C.4.

List of Evidence

IC_CAT_FullCatalog-1718_doc
IC_CAT_Home_web
IC_BC_DegreesCerts_web
IC_CRC_CurriculumHome_web
IC_CRC_CORTemp_doc
IC_CRC_ProgTemp_doc
IC_CRC_PCAH-CurHdbk_doc

Standard I.C.5

The institution regularly reviews institutional policies, procedures, and publications to assure integrity in all representations of its mission, programs, and services.

Evidence of Meeting the Standard

Because Bakersfield College embraces its mission of providing our students a rigorous and supportive learning environment for them to attain Associate and Baccalaureate degrees and certificates, workforce skills, and preparation for transfer, we regularly evaluate our policies, procedures, and publications to see what's working and what obstacles we have unintentionally created are preventing our students from learning and achieving their educational goals. This evaluation happens through our formal structure that has been designed to maximize college-wide engagement. Our formal decision-making structure is described in the Bakersfield College Decision-Making Document for college-level matters and the Decision-Making Process section of the KCCD Chancellor's website for districtwide matters (I.C.5-, IC_CC_DecnMakChartOct15_doc, IC_BC_DecsnMakDoc-Dec17_web, IC_KCCD_ChancOfficeHome_web).

Analysis and Evaluation

Policies and Procedures

Our responses to Standards I.A.2, I.A.3, I.B.1, I.B.2, I.B.4, I.B.5, and I.B.7 describe the ongoing annual work of the Program Review Committee, Assessment Committee, and the Accreditation & Institutional Quality (AIQ) Committee of evaluating and revising college policies and procedures as needed to accomplish our mission as student needs change. Those responses also describe the three-year process we use to review and revise our Strategic Directions. The AIQ Committee ensures that the Strategic Directions are reviewed with input from all the committees, deans, and vice-presidents each fall and spring and updated as necessary.

Another group involved in the evaluation and revision of college policies and procedures is Administrative Council that is made up of educational and classified administrators and managers. They strive to provide all possible viewpoints surrounding college-wide issues so the College President can make decisions based on the widest possible perspectives (I.C.5-, IC_ADMC_Homepage_web). College level policies are approved by College Council and the Academic Senate. College Council and the Academic Senate review district-level Board Policies and give feedback to our college representatives who sit on the District Consultation Council which is the only participatory governance committee for the three-college Kern Community College District. The District also uses the Community College League of California Board Policy and Administrative Procedure service in the review of Board Policies and is in the process of reformatting all of the KCCD Board Policies to the CCLC format (I.C.5-, IC_DCC_27oct15min_mtg). The Academic Senate and College Council also approve all governance committee charges (I.C.5-, IC_CC_agenda-03Nov17_mtg, IC_AS_Agenda-08Nov17_mtg, IC_KCCD_BoardPolicies_web).

Publications

The three primary publications that describe who we are, what we do, and why we're doing things in the manner we're doing them are the Bakersfield College Catalog that is the revised annually and the Educational Master Plan and Strategic Directions that are developed over a three-year process (I.C.5-, IC_CAT_Home_web, IC_OP_EMP-CollProjects_web, IC_SD_StrategicDirsHome_web). We redesigned and overhauled the BC Catalog in summer 2017 as part of our implementation of Guided Pathways. The catalog redesign was done to improve the clarity of the pathways to a degree, certificate or transfer, so that students can understand better how to navigate our system. The updated catalog will continue to

grow and transform over the following year as Guided Pathways is more fully implemented. The web version of the catalog will be built in an interactive manner to enable students to find information based on Learning and Career Pathways programs and courses (I.C.5-, IC_CAT_DevProcess-Su17_doc, IC_CAT_ProcessFlow-Su17_doc).

We are in the second three-year cycle (2015-18) of the Strategic Directions process. Our current version is aligned with the Renegade Scorecard to enhance our accountability. The AIQ Committee reports to College Council at the end of each semester and posts the results on the Strategic Directions website. The other three-year evaluation process is the revision of the Educational Master Plan. Our response to Standard I.B.1 describes the process we used to develop the newest Educational Master Plan for 2017-2020, called "Vision 2020". Section IV of Vision 2020 (pages 12 to 18) describes the major structural shifts we are undertaking to implement Guided Pathways. We are working to clarify our degree pathways to include not just the course sequence but also the jobs and careers for which the degrees prepare the student and the skill set they will need in those careers.

The College meets Standard I.C.5.

List of Evidence
IC_CC_DecnMakChartOct15_doc
IC_BC_DecsnMakDoc-Dec17_web
IC_KCCD_ChancOfficeHome_web
IC_ADMC_Homepage_web
IC_CC_agenda-03Nov17_mtg
IC_AS_Agenda-08Nov17_mtg
IC_CAT_Home_web
IC_OP_EMP-CollProjects_web
IC_SD_StrategicDirsHome_web
IC_CAT_DevProcess-Su17_doc
IC_CAT_ProcessFlow-Su17_doc

Standard I.C.6 – Institutional Integrity

Standard I.C.6

The institution accurately informs current and prospective students regarding the total cost of education, including tuition, fees, and other required expenses, including textbooks, and other instructional materials.

Evidence of Meeting the Standard

Bakersfield College accurately informs current and prospective students about all of the costs associated with enrolling, registration, and taking classes at the College through a variety of avenues including: the Catalog (I.C.6-, IC_CAT_Tuition-1718_doc), the Tuition & Fees website (I.C.6-, IC_BC_TuitionFees_web), the Class Schedule website (I.C.6-, IC_BC_ClassSchedule_web), and linking to the CCCCO's Net Price Calculator and the National Center for Education Statistics College Navigator from the Financial Aid website (I.C.6-, IC_FA_NetPriceCalculatr_web, IC_FA_CollegeNavigator_web, IC_FA_ImportantInfo_web). Specific textbook information and costs needed for particular classes is found on the Bakersfield College Bookstore website or by visiting the bookstore (I.C.6-, IC_BC_Bkstore-Home_web, IC_BC_Bkstore-textcost_web).

Analysis and Evaluation

The information we provide current and prospective students about tuition, fees, and other required expenses such as textbooks and other instructional materials via several websites is accurate. In accordance with state regulations, when materials fees are charged, the information is listed in the catalog; the exact cost is listed in the class schedule during registration. The College Navigator and the Net Price Calculator websites also provide estimates on living expenses while attending school.

The College meets Standard I.B.6.

List of Evidence

IC_CAT_Tuition-1718_doc
IC_BC_TuitionFees_web
IC_BC_ClassSchedule_web
IC_FA_NetPriceCalculatr_web
IC_FA_CollegeNavigator_web
IC_FA_ImportantInfo_web
IC_BC_Bkstore-Home_web
IC_BC_Bkstore-textcost_web

Standard I.C.7 – Institutional Integrity

Standard I.C.7

In order to assure institutional and academic integrity, the institution uses and publishes governing board policies on academic freedom and responsibility. These policies make clear the institution's commitment to the free pursuit and dissemination of knowledge, and its support for an atmosphere in which intellectual freedom exists for all constituencies, including faculty and students. (ER 13)

Evidence of Meeting the Standard

Bakersfield College's academic freedom and responsibility policies are published in the BC Catalog, KCCD Board Policies, and the faculty contract "Agreement between the KCCD and KCCD CCA/CTA/NEA" (I.C.7-, IC_CAT_AcadFreedom-1718_doc, IC_KCCD_BP4B10to12_doc, IC_KCCD_CCA-AcadFreedom_doc).

Analysis and Evaluation

Academic Freedom

The Academic Freedom section of the faculty contract is restated in the BC Catalog, a publication easily accessible to the students and public. Item one of the Academic Freedom section of the BC Catalog makes clear Bakersfield College's commitment to the free pursuit and dissemination and knowledge as it states, "Education in a democracy depends upon earnest and unceasing pursuit of truth and upon free and unrestricted communication of truth". Item four states, "The college recognizes the fundamental right of the faculty member to be free from any censorship or restraint which might interfere with the faculty member's obligation to pursue truth and maintain his/her intellectual integrity in the performance of his/her teaching functions." Board Policy also makes clear our commitment to the free pursuit and dissemination and knowledge. BP 4B10A1 states, "The College recognizes the discussion of public issues on the campus plays a significant role in promoting the education of its students and in preparing them for intelligent participation in society." BP 4B11C notes that "the discussion of controversial issues in the classroom is essential to the development of informed and responsible citizens."

Examples of our Commitment to Intellectual Freedom

Some examples of Bakersfield College's commitment to supporting an atmosphere in intellectual freedom exists for all constituencies include the following. (This is by no means an exhaustive list which would fill many pages and be exhausting to read!)

- The Norman Levan Center for the Humanities provides programs that focus on and foster a 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 faculty and students, and involve the Bakersfield community in examining the importance of the humanities in the lives of people. The evidence file shows a recent talk about school vouchers and the separation of church and state and the Fall 2017 Faculty Colloquium about artificial intelligence and sentient machines (I.C.7-, IC_BC_LevCtr-Programs_web).
- The Bakersfield College Delano Campus's Cultural Historical Awareness Program (CHAP) is designed to bring exciting and intellectually stimulating speakers, forums, films, and events to the BC Delano campus (I.C.7-, IC_BC_DelanoCHAP_web, IC_BC_CHAPspeakers2015_doc).
- The Office of Student Life and the Student Government host in collaboration with various faculty a Distinguished Speakers Series that brings community leaders from around the world to Bakersfield whose achievements have had national and/or international significance (I.C.7-, IC_OSL_DistSpeakrSeries_web).

- The Office of Student Life and the Student Government publish "The Pulse", a weekly newsletter that informs the Renegade community of events that happen on a weekly basis and special events or presentations happening that week (I.C.7-, IC_OSL_ThePulseNewsletr_web).
- The Pre-Law program and the Office of Student Life brought an in-depth discussion with various prominent community member together regarding Deferred Action for Childhood Arrivals (I.C.7-, IC_OSL_DACAForum21Sep17_web).
- BCSGA Power Lunches consist of local legislators from Kern County who come to Bakersfield to communicate with the leaders from their area. The Student Government wants the student body to be involved and updated on what is currently happening within the state. We also learn from the legislators how they became successful in their field and the steps they took to get there (I.C.7-, IC_OSL_PowerLunches_web).

In addition to these examples of special events and presentations, Bakersfield College actively seeks student participation in the ongoing work of our participatory governance committees and in public presentations (I.C.7-, IC_SGA_PartGovComm-1718_doc). All participatory governance committees have slots for at least one student representative and our SGA President and Director of Student Life actively recruit student government officers and representative to serve on those committees. The recent implementation of a smoke and tobacco free campus illustrates the active role of student government in the decision-making process for making this change to KCCD Board Policy (I.C.7-, IC_KCCD_AP3570TobacFree_doc).

The College meets Standard I.C.7.

List of Evidence
IC_CAT_AcadFreedom-1718_doc
IC_KCCD_BP4B10to12_doc
IC_KCCD_CCA-AcadFreedom_doc
IC_BC_LevCtr-Programs_web
IC_BC_DelanoCHAP_web
IC_BC_CHAPspeakers2015_doc
IC_OSL_DistSpeakrSeries_web
IC_OSL_ThePulseNewsletr_web
IC_OSL_DACAForum21Sep17_web
IC_OSL_PowerLunches_web
IC_SGA_PartGovComm-1718_doc
IC_KCCD_AP3570TobacFree_doc

Standard I.C.8 – Institutional Integrity

Standard I.C.8

The institution establishes and publishes clear policies and procedures that promote honesty, responsibility and academic integrity. These policies apply to all constituencies and include specifics relative to each, including student behavior, academic honesty and the consequences for dishonesty.

Evidence of Meeting the Standard

Bakersfield College has established and publishes clear policies and procedures that promote honesty, responsibility and academic integrity in the Catalog, the Student Handbook, the main BC website, and the KCCD Board Policy Manual (I.C.8-, IC_CAT_AcadFreedom-1718_doc, IC_OSL_StudntHndbk-1718_doc, IC_OSL_StudentConduct_web, IC_KCCD_BP4F7-App4F7D_doc, IC_KCCD_BP7all_doc).

Analysis and Evaluation

KCCD Board Policy Chapter 7 covers employee, students, volunteers, and trustees behavior expectations and ethics. Board Policy 7E is our ethics code for *all persons associated with the District*. The preamble to BP 7E states, "The Kern Community College District recognizes that a commitment to the highest ethical and professional standards on the part of *all persons associated with the District* is necessary to fulfilling our mission and realizing our vision, which are policies of the District. This code of ethics is based on two (2) fundamental principles.

The first is recognition of the dignity of all persons, which respects the inherent value and worth of each person. The second principle is a commitment to fulfilling our obligations to others using fair and honest means. *All associates in the Kern Community College District, faculty, students, management, classified staff, and trustees, as well as volunteers and vendors*, each bear personal responsibility for their own ethical behavior and for the ethical stature of our organization. We are committed to fulfilling the Kern Community College District's mission. While we recognize the relationship between law and ethics, we further understand that legal requirements are necessary but not sufficient, and we endeavor always to do what is right and just, even when no one is watching, compelling, or evaluating our actions" (emphasis added) (I.C.8-, IC_KCCD_BP7E-Ethics_doc). Board Policy 7D covers Equal Employment Opportunity and Unlawful Discrimination, including sexual harassment and the complaint process for discrimination and harassment claims. Board Policy 7F covers the District's Whistleblower Protection policy.

Board Policy 4F7 covers student conduct including a list of 28 offenses in BP 4F7D that could lead to disciplinary action and repeated on the Student Code of Conduct webpage of the Student Conduct website (I.C.8-, IC_OSL_StdCodeCond-2017_web). Academic honesty is item 11 in the list and Appendix 4F7D defines plagiarism and cheating. These definitions are repeated in the Academic Information of the BC Catalog and the Academic Integrity of the Student Conduct website (I.C.8-, IC_OSL_AcademIntegrity_web). Board Policy 4F7E gives the seven levels of sanctions possible. Procedure 4F7 describes the Student Conduct Hearing Panel Procedure in step-by-step detail and the forms we use to collect information about student conduct infractions is posted in the Student Conduct website (I.C.8-, IC_OSL_StudCondForms_web). Five hundred and seventy-four individual students went through the formal student conduct process in 2016-2017, which are handled by the Director of Student Life (I.C.8-, IC_OSL_FY17-Accomplish_doc).

The College meets Standard I.C.8.

List of Evidence

IC_CAT_AcadFreedom-1718_doc
IC_OSL_StudntHndbk-1718_doc
IC_OSL_StudentConduct_web

IC_KCCD_BP4F7-App4F7D_doc
IC_KCCD_BP7all_doc
IC_KCCD_BP7E-Ethics_doc
IC_OSL_StdCodeCond-2017_web
IC_OSL_AcademIntegrity_web
IC_OSL_StudCondForms_web
IC_OSL_FY17-Accomplish_doc

Standard I.C.9 – Institutional Integrity

Standard I.C.9

Faculty distinguish between personal conviction and professionally accepted views in a discipline. They present data and information fairly and objectively.

Evidence of Meeting the Standard

Bakersfield College's academic freedom and responsibility policies are published in the BC Catalog, KCCD Board Policies, and the faculty contract "Agreement between the KCCD and KCCD CCA/CTA/NEA" (I.C.7-, IC_CAT_AcadFreedom-1718_doc, IC_KCCD_BP4B10to12_doc, IC_KCCD_CCA-AcadFreedom_doc).

Analysis and Evaluation

Responsibility of Academic Freedom

Item three of the Academic Freedom section of the BC Catalog makes clear our support for an atmosphere in which intellectual freedom exists for all constituencies, students as well as faculty. It states, "Faculty members acknowledge that in the exercise of academic freedom they have a responsibility to be accurate and comprehensive in making reports, to be fair-minded in making interpretations and judgments, to respect the freedoms of other persons, to exclude irrelevant matters from classroom discussions and instructional exercises, and to make appropriate distinctions between statements of fact made as faculty subject matter specialists and opinions made as private citizens." Board Policy also states the expectation of faculty to create an atmosphere in which intellectual freedom exists for their students in their classroom. BP 4B11C states, "Instructors are to be encouraged to provide opportunities for the development of clear thinking, balanced judgment, intelligent choices, and an understanding of the methods and devices of propaganda.

In such activities, instructors shall emphasize loyalty to the United States, the importance of good citizenship, and vigilance in protecting our freedom and shall refrain from using classroom privileges to promote partisan politics, sectarian religious views, or selfish propaganda of any kind." Board Policies 4B10 and 4B12 cover the responsible exercise of free speech and personal advocacy by students, staff and other persons of the general public at a public institution in a way that does not diminish the primary function of the College: education.

The College meets Standard I.C.9.

List of Evidence

IC_CAT_AcadFreedom-1718_doc
IC_KCCD_BP4B10to12_doc
IC_KCCD_CCA-AcadFreedom_doc

Standard I.C.10 – Institutional Integrity

Standard I.C.10

Institutions that require conformity to specific codes of conduct of staff, faculty, administrators, or students, or that seek to instill specific beliefs or world views, give clear prior notice of such policies, including statements in the catalog and/or appropriate faculty and student handbooks.

Evidence of Meeting the Standard

Bakersfield College requires students to abide by a student code of conduct published in the Catalog, the Student Handbook, the main BC website, and the KCCD Board Policy Manual (I.C.10-, IC_CAT_StudntSvcs-1718_doc, IC_OSL_StudntHndbk-1718_doc, IC_OSL_StudentConduct_web, IC_KCCD_BP4F7-App4F7D_doc, IC_KCCD_BP7all_doc). Faculty academic responsibilities and duties are given in the faculty contract "Agreement between the KCCD and KCCD CCA/CTA/NEA" (I.C.10-, IC_KCCD_CCA-AcadFreedom_doc). All persons associated with the Kern Community College District are required to abide by behavior expectations and a code of ethics published in the publicly-accessible KCCD Board Policy Manual.

Analysis and Evaluation

The student handbook states that students are expected to act in a manner consistent with Bakersfield College's Student Code of Conduct, showing such respect for order, morality, personal honor and the rights of others as demanded of good citizens. Failure to do so will be sufficient cause for disciplinary action. The Student Code of Conduct and our expectation of student following it are posted in hardcopy and electronic format on publicly-accessible sources. The faculty contract is posted on the publicly-accessible KCCD Human Resources website and the Board Policy website (I.C.10-, IC_KCCD_HumanResCntrcts_web, IC_KCCD_BoardPolicies_web). Board Policy 7E is our ethics code for all persons associated with the District.

The College meets Standard I.C.10.

List of Evidence

IC_CAT_StudntSvcs-1718_doc
IC_OSL_StudntHndbk-1718_doc
IC_OSL_StudentConduct_web
IC_KCCD_BP4F7-App4F7D_doc
IC_KCCD_BP7all_doc
IC_KCCD_CCA-AcadFreedom_doc
IC_KCCD_HumanResCntrcts_web
IC_KCCD_BoardPolicies_web

Standard I.C.11 – Institutional Integrity

Standard I.C.11

Institutions operating in foreign locations operate in conformity with the Standards and applicable Commission policies for all students. Institutions must have authorization from the Commission to operate in a foreign location.

Evidence of Meeting the Standard

Bakersfield College does not operate in foreign locations (I.C.11-, IC_BC_ClassSchedule_web, IC_CAT_LocationsContact_doc).

Analysis and Evaluation

The College meets Standard I.C.11.

List of Evidence

IC_BC_ClassSchedule_web
IC_CAT_LocationsContact_doc

Standard I.C.12 – Institutional Integrity

Standard I.C.12

The institution agrees to comply with Eligibility Requirements, Accreditation Standards, Commission policies, guidelines, and requirements for public disclosure, institutional reporting, team visits, and prior approval of substantive changes. When directed to act by the Commission, the institution responds to meet requirements within a time period set by the Commission. It discloses information required by the Commission to carry out its accrediting responsibilities. (ER 21)

Evidence of Meeting the Standard

In addition to the operational policies established by the Kern Community College District to ensure compliance with Title V and the Educational Code, Bakersfield College abides by the accreditation standards set forth by the Accrediting Commission of Community and Junior Colleges ("the Commission" and ACCJC hereafter in this Standard), the two-year education division of the Western Association of Schools and Colleges, in order to maintain its accredited status. We conduct an institutional self-evaluation every six years in order to remain accredited. We conducted the last self-evaluation during academic year 2011–2012. The self-evaluation was approved by the Kern Community College District Board of Trustees on September 2012 and submitted to ACCJC in October 2012. The Commission took action to reaffirm accreditation, with a requirement that Bakersfield College complete a follow-up report in addition to the mandated mid-term report. We completed the follow-up report in October 2013 addressing progress on specific recommendations. The Commission accepted the follow-up report in February 2014 and reaffirmed that we had met the expectations of the Commission and that we had *fully* addressed the College and District Recommendations from the 2012 site visit and we now *fully* meet associated Standards. The next regularly scheduled visit by the evaluation team in fall 2018 will be to see how we have sustained the changes.

Analysis and Evaluation

Bakersfield College established the Accreditation Steering Committee (ASC) in Spring 2010 to embed accreditation standards in its ongoing work—internalize the standards, so that accreditation was more than just a once-in-a-six-year event. With ASC's primary function for the development of the 2012 Self-Evaluation Report and the 2013 Follow-Up Report finished, we knew that Bakersfield College had to sustain the improvements we had made in our quality, so we upgraded ASC in Spring 2014 to become AIQ—Accreditation & Institutional Quality (AIQ) Committee in our preparation for the 2015 MidTerm Report (I.C.12-, IC_AIQ_ASC-to-AIQhistory_doc). In addition to steering the College's preparations for the accreditation self-evaluation, midterm, and follow-up reports, AIQ monitors our institutional effectiveness to make sure a systematic evaluation of all processes occurs (I.C.12-, IC_AIQ_Homepage_web).

In the preparation of this 2018 Institutional Self-Evaluation Report, the accreditation leads developed three documents for College Council: the Accreditation 2018 Organizational Chart, the BC Engagement Plan for the ISER, and the chart of the ISER 2018 Team listing the faculty and administrative co-chairs, team members, and the committees supplying data and expertise for each of the fourteen Standards sub-sections (I.C.12-, IC_AIQ_ISER-OrgChrt2018_doc, IC_AIQ_ISER-EngagePlan_doc, IC_AIQ_ISER2018-Team_doc). The BC Accreditation Team held several forums to educate the BC students, faculty, and staff on each of the accreditation standards. The forums showed attendees what the Accreditation Team was doing to meet the Standards and sought input and assistance from them to help provide evidence (I.C.12-, IC_BC_AccreditationSite_web).

One result of our efforts to automatically disclose information required by the Commission to carry out its accrediting responsibilities, increase transparency, and improve communication of our work to all stakeholders (students, staff, community) is the publicly-accessible Bakersfield Committees website that

houses all the participatory governance committees' and operational committees' agendas, minutes, presentations, survey results, supporting documents and reports from invited guests (I.C.12-, IC_BCC_CommitteesHome_web). Through the Bakersfield College Committees website, we readily make known our adherence to all of the accreditation standards. Another valuable source of information about what we do is the President's blog, a weekly recap of what happened at Bakersfield College (I.C.12-, IC_OP_PrezBlog_web). Various committees, work groups, student groups, staff will submit material to be included in the President's blog. The President's blog is one particularly successful way our College "CEO works and communicates effectively with the communities served by the institutions" to meet Standard IV.B.6. Examples of other actions taken in response to ACCJC's requests can be found in the Academic Senate minutes from the following dates: 11/18/2015, 04/13/2016, 04/27/2016, 08/31/2016, 09/28/2016, 10/12/2016, 10/26/2016, 11/30/2016, 01/25/2017, and 03/22/2017 (I.C.12-, IC_AIQ_SenatAccred1517_doc).

The College meets Standard I.C.12.

List of Evidence
IC_AIQ_ASC-to-AIQhistory_doc
IC_AIQ_Homepage_web
IC_AIQ_ISER-OrgChrt2018_doc
IC_AIQ_ISER-EngagePlan_doc
IC_AIQ_ISER2018-Team_doc
IC_BC_AccreditationSite_web
IC_BCC_CommitteesHome_web
IC_OP_PrezBlog_web
IC_AIQ_SenatAccred1517_doc

Standard I.C.13 – Institutional Integrity

Standard I.C.13

The institution advocates and demonstrates honesty and integrity in its relationships with external agencies, including compliance with regulations and statutes. It describes itself in consistent terms to all of its accrediting agencies and communicates any changes in its accredited status to the Commission, students, and the public. (ER 21)

Evidence of Meeting the Standard

Bakersfield College fosters open, honest, transparent communication with all constituents, external agencies and stakeholders, and the public by providing easy public access to information on the web. Here is a list of websites we use to communicate to demonstrate honesty and integrity in our relationships with external agencies, including compliance with regulations and statutes and to communicate our accreditation status:

- Bakersfield College's accreditation status is posted in the footer of every webpage on the Bakersfield College website. Our accreditation website that houses the past institutional self-evaluation and visiting team reports and responses from the Accrediting Commission of Community and Junior Colleges (ACCJC), is one click away from the main BC website (I.C.13-, IC_BC_AccreditationSite_web). It gives the details of our accreditation status.
- The Bakersfield College Committees website houses all the participatory governance committees' and operational committees' agendas, minutes, presentations, survey results, supporting documents and reports from invited guests (I.C.13-, IC_BCC_CommitteesHome_web). Through the Bakersfield College Committees website, we readily make known our adherence to all standards of our accrediting agencies.
- The Accreditation & Institutional Quality (AIQ) Committee website demonstrates our dedication to high-quality education by embedding the standards of our disciplinary and regional accrediting and compliance organizations into the ongoing work of the College (I.C.13-, IC_AIQ_Homepage_web).
- All of Bakersfield College's major institutional plans (e.g., Educational Master Plan, Facilities Master Plan, Strategic Directions, etc.) are listed together on the BC Institutional Plans webpage to make it easier, more convenient, for the accrediting agencies and the public to locate these important documents (I.C.13-, IC_BC_InstitutionPlans_web).
- Bakersfield College's institutional guiding documents, including its mission, vision, core values, Strategic Directions, and Educational Master Plan are posted on the top "About BC" page (I.C.13-, IC_BC_AboutBCtoppage_web).
- Through the Renegade Scorecard, Bakersfield College provides publicly-accessible institutional data and information pertaining to student enrollment, student achievement, student engagement, student equity outcomes, and other key indicators of institutional effectiveness (I.C.13-, IC_RS_ScorecardHome_web).
- The President's "Renegade Roundup" provides key institutional information to the College and District constituencies and external agencies (I.C.13-, IC_OP_Communications_web).
- Information about upcoming improvements of our facilities are posted on the BC website and the KCCD website. This information includes what we've done with the Measure G bond passed in November 2002 and we're going to be doing with the Measure J bond passed in November 2016 (I.C.13-, IC_FMP_MeasureJ-25Oct17_doc, IC_KCCD_MeasureGandJ_web).

Bakersfield College has created an Institutional Review Board so we have a consistent process for vetting and responding to research requests. Institutional Review Board committee members at Bakersfield College will guide such processes as publishing internal research, collaborating on research with outside

institutions, assisting in the completion of graduate work for employees and with undergraduate research with the purpose of protecting research participants and providing information and/or data as necessary (I.C.13-, IC_AS_30Aug17_min, IC_AS_IRBCharge-14Mar17_doc, IC_AS_IRB-ResearchGuide_doc).

Analysis and Evaluation

In our responses to Standard I.B we described the multi-dimensional dialog we engage in both internally and with external colleagues and the community we serve. In order for the dialog to be authentic and productive, there needs to be trust between the parties of the dialog. Because Bakersfield College has a deeply-rooted culture of dialog that occurs in our formal structure, we ensure the sustainability of that dialog by being transparent in our communication through publicly-accessible websites. We post our assessments, evaluation results, institutional set standards, and our rationale for decisions— posting the things we are doing well along with the challenges and shortcomings on the BC website and easily accessible committees' webpages. Having the faculty chair of the AIQ Committee being a voting member of both the Academic Senate's Executive Board and College Council is another way we ensure that we keep our efforts focused on sustaining our improvement of how we support student learning and student achievement while being compliant with all standards of our accrediting agencies.

The College meets Standard I.C.13.

List of Evidence

IC_BC_AccreditationSite_web
IC_BCC_CommitteesHome_web
IC_AIQ_Homepage_web
IC_BC_InstitutionPlans_web
IC_BC_AboutBCtoppage_web
IC_RS_ScorecardHome_web
IC_OP_Communications_web
IC_FMP_MeasureJ-25Oct17_doc
IC_KCCD_MeasureGandJ_web
IC_AS_30Aug17_min
IC_AS_IRBCharge-14Mar17_doc
IC_AS_IRB-ResearchGuide_doc

Standard I.C.14 – Institutional Integrity

Standard I.C.14

The institution ensures that its commitments to high quality education, student achievement and student learning are paramount to other objectives such as generating financial returns for investors, contributing to a related or parent organization, or supporting external interests.

Evidence of Meeting the Standard

Bakersfield College is a public institution committed solely to high quality education, student achievement and student learning. We do not have investors or a parent organization besides the State of California and there are no supporting external interests (I.C.14-, IC_BC_AboutBCtoppage_web).

Analysis and Evaluation

Although Bakersfield College is a public institution, we do actively collect information on students' employment attainment and Skills Builder gains. We collect these data sets to evaluate opportunities made available to students and to establish Institutional Set Standards (I.C.14-, IC_RS_ScorecardHome_web). Because we are committed to improving the quality of education we provide our community, our entire Vision 2020 Educational Master Plan for 2017-20 is set in the framework of institutional redesign to create Guided Pathways to promote student success and student equity in achievement and learning outcomes (I.C.14-, IC_PW_WhyGPSRostrmApr17_doc, IC_BC_InstitutionPlans_web, IC_PW_BCGuidedPathHome_web IC_SSEC_EquityPlan1518_doc).

The College meets Standard I.C.14.

List of Evidence

IC_BC_AboutBCtoppage_web
IC_RS_ScorecardHome_web
IC_PW_WhyGPSRostrmApr17_doc
IC_BC_InstitutionPlans_web
IC_PW_BCGuidedPathHome_web
IC_SSEC_EquityPlan1518_doc

Eligibility Requirements

#13 Academic Freedom The institution's faculty and students are free to examine and test all knowledge appropriate to their discipline or area of major study as judged by the academic/educational community in general. Regardless of institutional affiliation or sponsorship, the institution maintains an atmosphere in which intellectual freedom and independence exist. (Standard I.C.7)

#19 Institutional Planning and Evaluation The institution systematically evaluates and makes public how well and in what ways it is accomplishing its purposes, including assessment of student learning outcomes. The institution provides evidence of planning for improvement of institutional structures and processes, student achievement of educational goals, and student learning. The institution assesses progress toward achieving its stated goals and makes decisions regarding improvement through an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation. (Standard I.B.9 and I.C.3)

#20 Integrity in Communication with the Public The institution provides a print or electronic catalog for its constituencies with precise, accurate, and current information concerning the following:

General Information

- Official Name, Address(es), Telephone Number(s), and Website Address of the Institution
- Educational Mission

- Representation of accredited status with ACCJC and with programmatic accreditors, if any
- Course, Program, and Degree Offerings
- Student Learning Outcomes for Programs and Degrees
- Academic Calendar and Program Length
- Academic Freedom Statement
- Available Student Financial Aid
- Available Learning Resources
- Names and Degrees of Administrators and Faculty
- Names of Governing Board Members

Requirements

- Admissions
- Student Fees and Other Financial Obligations
- Degree, Certificates, Graduation and Transfer

Major Policies Affecting Students

- Academic Regulations, including Academic Honesty
- Nondiscrimination
- Acceptance and Transfer of Credits
- Transcripts
- Grievance and Complaint Procedures
- Sexual Harassment
- Refund of Fees

Locations or Publications where Other Policies may be Found

(Standard I.C.2)

#21 Integrity in Relations with the Accrediting Commission The institution provides assurance that it adheres to the Eligibility Requirements, Accreditation Standards and Commission policies, describes itself in identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to achieve its accrediting responsibilities. The institution will comply with Commission requests, directives, decisions and policies, and will make complete, accurate, and honest disclosure. Failure to do so is sufficient reason, in and of itself, for the Commission to impose a sanction, or to deny or revoke candidacy or accreditation. (Standard I.C.12 and 1.C.13)

Catalog Requirements
The following list of required information must be included in the college catalog.

1. *General Information*

   - Official Name, Address(es), Telephone Number(s), and Website Address of the Institution
   - Educational Mission
   - Representation of accredited status with ACCJC and with programmatic accreditors, if any
   - Course, Program, and Degree Offerings
   - Student Learning Outcomes for Programs and Degrees
   - Academic Calendar and Program Length
   - Academic Freedom Statement
   - Available Student Financial Aid
   - Available Learning Resources

- Names and Degrees of Administrators and Faculty
- Names of Governing Board Members

2. *Requirements*

- Admissions
- Student Tuition, Fees, and Other Financial Obligations
- Degree, Certificates, Graduation and Transfer

3. *Major Policies Affecting Students*

- Academic Regulations, including Academic Honesty
- Nondiscrimination
- Acceptance and Transfer of Credits
- Transcripts
- Grievance and Complaint Procedures
- Sexual Harassment
- Refund of Fees

4. *Locations or Publications where Other Policies may be Found*

Standard I.C Team

Nicky Damania

Jennifer Johnson

Others <<need the list!>>