Berkeley City College

ACCJC Midterm Report 2018

Submitted by:

Berkeley City College
2050 Center Street
Berkeley, CA 94704

Submitted to:

Accrediting Commission for Community and Junior Colleges,
Western Association of Schools and Colleges

March 15, 2018

BERKELEY CITY COLLEGE

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Midterm Report Certification Page

To: Accrediting Commission for Community and Junior Colleges,
Western Association of Schools and Colleges

From: Berkeley City College
2050 Center Street
Berkeley, CA 94704

Date: March 2018

We certify there was broad participation and review by the campus community, and believe this report accurately reflects the nature and substance of this institution.

Peralta Community College District (PCCD)

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Meredith Brown - President, Board of Trustees   (Date)

_____

Jowel Laguerre, Ph.D. – Chancellor   (Date)

Berkeley City College (BCC)

_____

Rowena Tomaneng, Ed.D. - President   (Date)

_____

Kelly Pernell – President, Academic Senate   (Date)

_____

Jennifer Lenahan – President, Classified Senate   (Date)

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Marcus Stewart - Associated Students of Berkeley City College   (Date)

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Jason Cifra, Accreditation Liaison Officer   (Date)

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Report Preparation

Berkeley City College (BCC) is dedicated to a systematic, collaborative, and cyclical process that includes data-driven evaluation, college and community-wide planning, transparent resource allocation, utilizing best practices and exemplary programs, and continuous evaluation.

The 2018 Berkeley City College Midterm Report demonstrates the College's progress in meeting the recommendations of the ACCJC Comprehensive team submitted in response to the 2015 Institutional Self-Evaluation Report, to include its actionable improvement plans (AIP). Evidence is provided to demonstrate BCC's commitment to meeting the Standards and to strive to engage in continuous improvement.

Specifically, the 2018 Midterm Report details BCC's progress in five self-identified Actionable Improvement Plans and one Team Recommendation related to research capacity. Also included is the analysis of Annual Data Trends and the Annual Fiscal Report. Berkeley City College developed this report by engaging the campus community through updates that were presented in various shared governance meetings and public forums. Information contained in this report reflects the work of and feedback from the faculty, staff, administration, and students.

Date	Group Responsible	Action
September 29, 2016	Accreditation Liaison Officer (ALO)	-Submitted Follow-up Report [SRP.1]
October 2016 to November 2017	Peralta District ALO Liaisons' Meeting	-ALO's met to discuss accreditation -Prepare for midterm report completion and submission [SRP.2]
March 27, 2017	College President, ALO, and College Roundtable Committee	-Review Actionable Improvement Plans (AIP) from March 2015 -Present Midterm Report update and timeline [SRP.3].
September 14, 2017	College President and ALO	-Review and revise timeline
September 25, 2017	College President, ALO, and College Roundtable Committee	-Communicate AIP's & Recommended Improvement Area -November 20 Town Hall Announcement [SRP.4]
September-October 2017	ALO	-Finalize draft and gather evidence -Compile annual and fiscal report data and district evidence
October 9-13, 2017	ALO and Shared Governance Committees Part 1	-Review progress on AIP's and Recommended Improvement Area [SRP.5]
October 27, 2017	BCC Leadership Team	-Present Midterm Report draft
November 1-16, 2017	ALO and Shared Governance Committees Part 2	-Provide feedback and suggestions [SRP.6]

November 17-27, 2017	ALO	-Update draft -Finalize evidence
November 20, 2017	ALO	-Campus-wide Town Hall Midterm Report Presentation -Provide additional opportunities for discussion -Collect feedback and answer questions [SRP.7]
December 11, 2017	College President, ALO, and College Roundtable Committee	-Review of progress, updates, and feedback [SRP.8]
January 29, 2018	College Roundtable	-Review of final draft -Obtain College Roundtable Approval [SRP.9]
February 27, 2018	College President/ALO	-Present Midterm Report and obtain Governing Board approval [SRP.10]

Plans Arising out of Self-Evaluation Process

Summary of Actionable Improvement Plans (AIP)

1) BCC will use its integrated planning process to update and implement the Education Master Plan (2016-2021) and, in alignment with it, complete the SSSP and Equity Plan (1.B.3, II.B.1)

2) BCC will expand its mechanisms for publicizing and widely distributing a budget calendar that clarifies expenditures and deadlines for spending, based on funding streams from the District and College. (II.C.1.a, III.D.2)

3) BCC will acquire additional building space in order to meet growing enrollment and student needs. (III.B.1.a)

4) BCC will enhance wireless internet access, as well as hardware and software, in order to meet growing enrollment and student needs. (III.C.1, III.C.1.e)

5) BCC will work with the District to achieve full implementation of the Budget Allocation Model. (III.D.1.a)

Self-Identified AIP 1

	Standard	Timeline	Outcome
AIP 1: Update Education Master Plan (EMP) and align with Student Success and Support Program (SSSP)/Equity/Basic Skills Initiative (BSI)	(1.B.3, II.B.1)	Fall and Spring 2016: EMP review Fall and Spring 2017: Integrated Plan review and alignment discussions	- EMP updated in Spring 2016 - Integrated Plan Matrix draft Spring 2017 - Integrated Plan for SSSP/Equity/BSI updated in Fall 2017

The 2017-2021 Berkeley City College EMP was updated and approved in Spring 2016. In addition, SSSP, SE, and BSI activities, strategies, and metrics were aligned to the EMP goals and documented in the 2017-19 Integrated Plan submitted to the California Community College State Chancellor's Office after campus and Governing Board approval.

Evidence	
AIP 1.1	Educational Master Plan, Approval - Board Of Trustees Meeting Minutes (June 14, 2016), and Roundtable Minutes (April 18, 2016 and May 9, 2016)
AIP 1.2	Integrated Plan Matrix and Roundtable Agenda (May 22, 2017)
AIP 1.3	Integrated Plan Submission to Board Agenda for Approval and Integrated Plan Signature Page - January 23, 2017

Self-Identified AIP 2

	Standard	Timeline	Outcome
AIP 2: Publicize budget calendar for expenditure deadlines	(II.C.1.a, III.D.2)	Fall 2016: Development of budget calendar with critical dates	Budget calendar for expenditures shared with campus each Spring term with applicable deadlines

The Berkeley City College Business Office has provided continuous communication, including a comprehensive timeline and reminders to ensure that the campus community is aware of deadlines for processing purchase requests and other expenditures to improve budget usage and timely reconciliation.

Evidence	
AIP 2.1	Business Services FY 2016-17 Cut-Off Dates

Self-Identified AIP 3			
	Standard	**Timeline**	**Outcome**
AIP 3: Acquire additional building space	(III.B.1.a)	Fall 2017: Campus and District planning and discussions. Spring 2018: Plan approval and secure construction contract	• Building acquired in Spring 2015 • Campus discussions about needs for new building 15-16 • Architectural plans completed for renovations
Since the completion of the purchase of the Milvia Property in Spring 2015, Berkeley City College, Peralta District, and architects have participated in discussions and held forums with the campus community, in addition to ensuring consultation with various programs involved, to include the submission of renderings of architectural plans, and the development of timelines to ensure the timely completion of the renovation.			
Evidence			
AIP3.1	Milvia Property Grant Deed and Final Closing Statement		
AIP3.2	Building User Group Minutes (October 14, 2015, October 21, 2015, and November 10, 2015), Milvia Project Preliminary Survey, BCC Classroom Survey, and BCC Facilities Needs-APU results		
AIP 3.3.1	Update of the design of the floor plan for the Milvia Street Property for Berkeley – Board of Trustees Meeting Agenda (November 20, 2017).		
AIP 3.3.2	BCC 2118 Milvia Street Project Update with Rendering of Instructional, Service, and Student Floor Plan (November 14, 2017)		
AIP 3.4	Summary of Five-Year Facilities Plan with the addition of the Milvia property to increase instructional and support space		

Self-Identified AIP 4	Standard	Timeline	Outcome
AIP 4: Enhance internet and technology	(III.C.1, III.C.1.e)	Spring 2015 committee discussion on connectivity Spring 2017 committee discussion on identifying technology prioritization process	• Wireless updated in Spring 2015 • Tech Committee prioritization process to support end of life replacement, software upgrades
Berkeley City College recognizes the need for continuous technology updates to maintain quality learning, teaching, and service environments. Wireless updates to improve connectivity was completed in Spring 2015 and a prioritization process has been adopted to ensure a replacement cycle for hardware and an update schedule for software.			
Evidence			
AIP 4.1	Technology Committee Meeting Minutes (May 13, 2015)		
AIP 4.2	Technology Prioritization Process (February 2, 2017) and Roundtable Minutes (March 7, 2016 and February 27, 2017)		

Self-Identified AIP 5			
	Standard	**Timeline**	**Outcome**
AIP 5: Work with District to implement Budget Allocation Model (BAM)	(III.D.1.a)	Fall and Spring 2016: BAM Taskforce committee discussion on model and implementation Fall 2016 to Spring 2018: Continued participation in BAM Taskforce	• Participated in BAM review committee in Spring 2016 • Recommendation for changes presented to District Planning and Budget Committee and implemented in Fall 2016 • Current BAM Task Force Ad Hoc Committee and workshop participation
The Budget Allocation Model (BAM) is the primary mechanism for determining equitable and transparent resource allocations to the four Peralta Colleges. A *pro rata* calculation based on Full Time Equivalent Student (FTES) is used to allocate apportionment, non-state			

apportionment, and Parcel Tax proceeds. Berkeley City College administrators, faculty, and staff were active in the development of the Peralta District Budget Allocation Model, to include participation in developing the Budget Allocation Model Task Force Report in 2016 that included recommendations to inform and improve the budgeting process.

BCC's current *pro rata* share is about 20%. BCC will remain active in the BAM Task Force Ad Hoc Committee to ensure that the previous recommendations and action items are acted upon, to continue to participate in the review of the current Budget Allocation Model, and to provide additional recommendations to ensure continuous accountability in budget allocation and reconciliation. Most importantly, continued participation in the BAM Task Force Ad Hoc Committee will help BCC advocate for resources to support identified funding plans.

Evidence	
AIP 5.1	BAM Taskforce Meeting Minutes (March 15, 2016, April 5, 2016, and April 26, 2016)
AIP 5.2	The Budget Allocation Model Task Force Report (May 2016)
AIP 5.3	BAM Task Force Committee (Spring 2017) and Flex Day BAM Committee Presentation (Fall 2017)
AIP 5.4	What is the BAM Task Force?

Institutional Reporting on Quality Improvements

Response to Team Recommendations for Improvement

	Standard	Timeline	Outcome
College Recommendation 2			
In order to improve institutional effectiveness, the team recommends that the College develop a plan to increase its research capacity in order to better analyze progress towards achieving institutional and strategic goals	(I.B.2, I.B.3, I.B.5)	Fall 2015: Discussion of interim position of Vice President of Institutional Effectiveness (VPIE) Spring 2016: Establish Research Analyst Position and utilize independent contractors to support research and assessment efforts Fall 2016: Reevaluated and reclassified VPIE position to Dean position Spring and Summer 2017: Research Analyst resigned and research support reevaluated Fall 2017: Research Analyst position search initiated	• Established interim position of Vice President of Institutional Effectiveness (VPIE) and included in the Roundtable Committee [**CR2.1**] • Incumbent VPSS reassigned to VPIE • Hired 1.0 Research Analyst position [**CR2.2**] • Established and hired Interim Dean of Institutional Effectiveness position shared with Laney College [**CR2.3**] • Interim Dean of Institutional Effectiveness position ended and converted to 1.0 Research Analyst • Research analyst hired and supervision moved from President to VPSS [**CR2.4**]
To immediately address the College Recommendation to improve and strengthen institutional effectiveness, BCC took several measures to identify and align resources to create positions to support institutional research. This included reorganizing existing position and identifying funds to support analysts and contractors. As a result, BCC has been able to increase its capacity to manage and analyze data to track progress in meeting institutional goals and to support faculty, staff, and administration in activities like Integrated Planning, assessments, Annual Program Update. In addition, institutional			

research has been invaluable in supporting the work of committees like Program and Institutional Effectiveness and Education Committee; and in identifying data and trends in course offering and completion, student success, and transfer.	
Evidence	
CR2.1	Aligning VPIE to Roundtable - Roundtable Meeting Minutes (October 12, 2015)
CR2.2	New Researcher Position - Roundtable Meeting Minutes (August 29, 2016)
CR2.3	Appointment of Interim Dean of College Research Laney College/BCC - Board Of Trustees Meeting Agenda (June 14, 2016),
CR2.4	Announcement New BCC Research and Systems Technology Analyst (September 26, 2017)

Data Trend Analysis

ANNUAL REPORT DATA

INSTITUTION-SET STANDARDS

Category	Reporting Years Since Comprehensive Review		
	2014	2015	2016
STUDENT COURSE COMPLETION **(Definition: The course completion rate is calculated based on the number of students' completions with a grade of C or better divided by the number of student enrollments.)**			
Institution Set Standard	64%	64%	64%
Stretch Goal	N/A	N/A	65.1%
Actual Performance	64.1%	63.4%	63.4%
Difference between Standard and Performance	+0.1%	-0.6%	-0.6%
Difference between Stretch Goal and Performance	N/A	N/A	-1.7%
Analysis of the data: The completion rate has largely remained the same in the last 3 years. Integrated planning activities, initiatives in Financial Aid, and Early Alert are projected to have a positive impact on completion by targeting equity gaps, rewarding course completion, and providing early support to students. Berkeley City College also focused on course completion as a campus goal and identified 65.1% as our stretch goal/long term goal over 6 years. Assessment of this goal will be reported annually, and findings will be used to develop Stretch Goals for future measures.			

DEGREE COMPLETION (Students who received one or more degrees may be counted once.)			
Institution Set Standard	110	182	200
Stretch Goal	N/A	N/A	252
Actual Performance	217	252	361
Difference between Standard and Performance	+117	+70	+161
Difference between Stretch Goal and Performance	N/A	N/A	+109

Analysis of the data: The continued increase in degree completion could be the impact of work in providing more opportunities to get to college level courses earlier including a strong basic skills initiative, faculty collaboration with students, curriculum and program updates, and increase in counseling services and student services through SSSP and SE.

At the end of Spring 2018 and beginning of Fall 2018. Berkeley City College will review its progress in meeting the Integrated Plan goals and other metrics to revise its Institutional Set Goals and Stretch Goals. This analysis will be coordinated in the Education Committee and will be presented to the shared governance committees. In addition, BCC has created a taskforce to support the five-year Guided Pathways implementation. Assessments of the results of the work plans, along with other data will help determine new goals and performance data on degree completion will be reported at next midterm report.

CERTIFICATE COMPLETION (Students who received one or more certificates may be counted once.)			
Institutional Standard	48	117	250
Stretch Goal	N/A	N/A	401
Actual Performance	253	396	372
Difference between Standard and Performance	+205	+279	+122
Difference between Stretch Goal and Performance	N/A	N/A	-29

Analysis of the data: Similar to the increase in degrees, the increase in certificates could be attributed to the strong collaboration with students, improved student access to services, and new certificates that support student interests and vocational interests developed by faculty.

At the end of Spring 2018 and beginning of Fall 2018. Berkeley City College will review its progress in meeting the Integrated Plan goals and other metrics to revise its Institutional Set Goals and Stretch

Goals. This analysis will be coordinated in the Education Committee and will be presented to the shared governance committees. In addition, BCC has created a taskforce to support the five-year Guided Pathways implementation. Assessments of the results of the work plans, along with other data will help determine new goals and performance data regarding certificate completion will be reported at next midterm report.

TRANSFER			
Institutional Standard	250	262	300
Stretch goal	N/A	N/A	N/A
Actual Performance	288	288	358
Difference between Standard and Performance	+38	+26	+58
Difference between Stretch goal and Performance	N/A	N/A	N/A

Analysis of the data: Berkeley City College is one of the top transfer partners for the four-year public and private institutions in the Bay Area. Berkeley City College continues to develop more articulation agreements that support students and their goals, provide access to representatives from partner institutions, provide opportunities for concurrent enrollment with transfer partners, and develop transfer agreements and guarantees with students to assist them in transferring to their future university of choice.

At the end of Spring 2018 and beginning of Fall 2018. Berkeley City College will review its progress in meeting the Integrated Plan goals and other metrics to revise its Institutional Set Goals and Stretch Goals. This analysis will be coordinated in the Education Committee and will be presented to the shared governance committees. In addition, BCC has created a taskforce to support the five-year Guided Pathways implementation. Assessments of the results of the work plans, along with other data will help determine new goals and performance data for transfer success that will be reported at next midterm report.

STUDENT LEARNING OUTCOMES ASSESSMENT			
	2014	2015	2016
Number of Courses	641	460	564
Number of courses assessed	641	460	564
Number of Programs	99	99	110

Number of Programs assessed	99	99	110
Number of Institutional Outcomes	7	7	7
Number of outcomes assessed	7	7	7

Analysis of the data: Berkeley City College is committed to ensuring quality programs and student experience through continuous assessment. The Student Learning Outcomes Coordinator, Faculty, and the Program and Institutional Effectiveness Committee have worked hard to ensure that courses, programs, and institutional outcomes are assessed consistently and continuously and that results are analyzed and used to improve student learning. Student Services also assessed all 12 outcomes in their area. Updates are provided to the campus through the Program and Institutional Effectiveness Committee, Educational Committee, Roundtable, College Flex Days, and various reports.

LICENSURE PASS RATE
(Definition: The rate is determined by dividing the number of students that passed the licensure examination divided by the number of students that took the examination)

Program Name	Institution Set Standard	Performance			Difference		
		2014	2015	2016	2014	2015	2016
N/A							

JOB PLACEMENT RATE
(Definition: The placement rate is defined as the number of students employed in the year following graduation divided by the number of students who completed the program.)

Program Name	Institution Set Standard	Performance			Difference		
		2014	2015	2016	2014	2015	2016
Accounting	57.5%	52%	59%	N/A	-5.5%	+1.5%	N/A
Biotech	57.5%	N/A	N/A	60%	N/A	N/A	+2.5%
Multimedia Arts	57.5%	47%	40%	N/A	-10.5%	-17.5%	N/A

The Berkeley City College Biotech Program has been lauded for its job placement rates for its graduate. There are many challenges to the identifying placement of graduates into careers, e.g., the lack of a consistent data source of information and tracking make it difficult to report placement.
BCC is working on improving the tracking of employment outcomes through the use of databases like Launch Board and Career and Technical Education Employment Outcomes Survey, especially as their data sets expand.

ANNUAL FISCAL REPORT DATA

Category	Reporting year		
	2014	2015	2016
General Fund Performance			
Revenues	$146,892,941	$161,101,652	$186,996,827
Expenditures	$143,866,155	$159,843,207	$185,259,306
Expenditures for Salaries and Benefits	$113,601,870	$122,758,912	$136,588,830
Surplus/Deficit	$3,026,786	$1,258,445	$1,737,521
Surplus/Deficit as % Revenues (Net Operating Revenue Ratio)	2%	1%	1%
Reserve (Primary Reserve Ratio)	13%	13%	11%
Analysis of the data: The district has consistently shown fiscal prudence over the past three reporting years, demonstrating surpluses over these years and maintaining a reserve ratio sufficiently above the 5% minimum generally acceptable reserve percentage.			

Other Post-Employment Benefits

Actuarial Accrued Liability (AAL) for OPEB	$174,703,920	$152,429,020	$152,429,020
Funded Ratio (Actuarial Value of plan Assets/AAL)	0%	0%	0%
Annual Required Contribution (ARC)	$11,228,305	$9,874,857	$9,874,857
Amount of Contribution to ARC	$8,756,303	$7,308,367	$7,151,315
Analysis of the data: Actuarial Accrued Liability for OPEB will continue to decrease as fewer number of employees are eligible to receive lifetime retirement benefits since the district ceased offering lifetime retirement benefits for employees hired on or after July 1, 2004.			

Enrollment

Actual Full Time Equivalent Enrollment (FTES)	18,642	19,502	19,528
Analysis of the data: The district has maintained consistent enrollment figures over the past three reporting years.			

Financial Aid			
USDE official cohort Student Loan Default Rate (FSLD - 3 year rate)	16%	% N/A	% N/A
Analysis of the data: Berkeley City College Financial Aid Office continues to provide students with information on how to obtain loans. More importantly, the Financial Aid Office continues to adopt and provide training modules and financial literacy programs for students who are seeking and have applied for loans. The intention is to ensure that students know the terms of their loans, their responsibilities to maintain those loans, and the terms of their repayment. A default rate of 28% or below is considered acceptable. 3 year rates are not available for 2015 and 2016 as the analysis for these cohort years are still in progress.			

Evidence in Support of Report Preparation

Document Number	Document	Link
SRP.1	BCC Follow up Report	http://www.berkeleycitycollege.edu/wp/accreditation/files/2016/09/BCCfollowupreport9.21.2016_urls.pdf
SRP.2	Accreditation Leads' Meeting Notes	http://www.berkeleycitycollege.edu/wp/accreditation/files/2018/02/Accreditation-Leads-Meeting-Notes.pdf
SRP.3	College Roundtable Agenda March 27, 2017	http://www.berkeleycitycollege.edu/wp/roundtable/files/2012/09/Roundtable-Agenda-03-27-17.docx
SRP.4	College Roundtable Agenda September 25, 2017	http://www.berkeleycitycollege.edu/wp/roundtable/files/2012/09/Roundtable-Agenda-09-25-17.docx
SRP.5	Shared Governance Committee Meetings - October	http://www.berkeleycitycollege.edu/wp/accreditation/files/2018/02/Shared-Governance-Committee-Meetings-October.pdf
SRP.6	Shared Governance Committee Meetings - November	http://www.berkeleycitycollege.edu/wp/accreditation/files/2018/02/Shared-Governance-Committee-Meetings-November.pdf
SRP.7	Accreditation Midterm Report Town Hall Presentation	http://www.berkeleycitycollege.edu/wp/accreditation/files/2018/02/Campus-wide-Accreditation-Mid-Term-Report-Email-Follow-up.pdf
SRP.8	College Roundtable Agenda December 11, 2017	http://www.berkeleycitycollege.edu/wp/roundtable/files/2017/12/Roundtable-Agenda-12-11-17.docx
SRP.9	College Roundtable Approval	Pending
SRP.10	Board Approval Agenda and Minutes	Pending

EVIDENCE IN SUPPORT OF PLANS ARISING OUT OF SELF-EVALUATION PROCESS

Document Number	Document	Link
AIP1.1	EMP Final Board Approval and Roundtable Minutes	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP1-EMP-Final-Board-Approval-and-Roundtable-Minutes.pdf
AIP1.2	Integrated Planning Matrix and Roundtable Agenda	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP1.2-Integrated-Planning-Matrix-and-Roundtable-Agenda.pdf
AIP1.3	Integrated Plan Submission to Board Agenda for Approval and Integrated Plan Signature Page	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP1.3-Integrated-Plan-Board-Agenda-and-Signature-Page.pdf
AIP2	Business Services FY 2016-17 Cut-Off Dates	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP2-Business-Services-FY-2016-17-Cut-Off-Dates.pdf
AIP3.1	Milvia Property Grant Deed and Final Closing Statement	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP3.1-Milvia-Property-Grant-Deed-and-Final-Closing-Statement.pdf
AIP3.2	Shared Governance Committee Meetings - November	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP3.2-BUG-Committee-Minutes-and-Surveys.pdf
AIP3.3.1	Peralta BOT Agenda November 14 2017	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP3.3.1-Peralta-BOT-Agenda-November-14-2017.pdf
AIP3.3.2	BCC 2118 Milvia Street Project Plan and Update	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP3.3.2-BCC-2118-Milvia-Street-Project-Plan-and-Update.pdf
AIP3.4	Summary of Five-Year Facilities Plan with the addition of the Milvia property to increase instructional and support space	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP3.4-Summary-of-Five-Year-Facilities-Plan.pdf
AIP4.1	Tech Committee Minutes February 16, 2017	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP4.1-Tech-Committee-Minutes-February-16-2017.pdf

IP4.2	Prioritization Process and Roundtable Minutes	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP4.2-Prioritization-Process-and-Roundtable-Minutes.pdf
AIP5.1	BAM Task Force Meeting Minutes	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP5.1-BAM-Task-Force-Meeting-Minutes.pdf
AIP5.2	BAM Taskforce End of Year Report May 2016	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP5.2-BAM-Taskforce-End-of-Year-Report-May-2016.pdf
AIP5.3	BAM Spring 2018 Taskforce Ad Hoc Committee Request from Planning and Budget Taskforce	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/AIP5.3-BAM-Spring-2018-Taskforce-Ad-Hoc-Committee-Request-from-Planning-and-Budget-Taskforce.pdf
AIP5.4	What is the BAM Task Force?	http://web.peralta.edu/accreditation/files/2016/09/DR3.41-What-is-BAM.pdf

EVIDENCE IN SUPPORT OF RESPONSE TO TEAM IMPROVEMENT RECOMMENDATION

Document Number	Document	Link
CR2.1	Roundtable Meeting Minutes (October 12, 2015)	http://www.berkeleycitycollege.edu/wp/roundtable/files/2013/02/Roundtable-Minutes-101215-Final.docx
CR2.2	Roundtable Meeting Minutes (August 29, 2016)	http://www.berkeleycitycollege.edu/wp/roundtable/files/2013/02/Roundtable-Minutes-082916-Final-.doc
CR2.2	Appointment of Interim Dean of College Research Laney College/BCC - Board Of Trustees Meeting Agenda (June 14, 2016),	http://www.berkeleycitycollege.edu/wp/accreditation/files/2018/02/000-06-14-16-board-agenda.pdf
CR2.2	Announcement New BCC Research and Systems Technology Analyst	http://www.berkeleycitycollege.edu/wp/prm/files/2018/01/Announcement-New-BCC-Research-and-Systems-Technology-Analyst.pdf

GLOSSARY OF TERMS

AIP   Actionable Improvement Plan

BCC   Berkeley City College

BSI   Basic Skills Initiative

EMP   Education Master Plan

FTES   Full Time Equivalent Students

PCCD   Peralta Community College District

SE   Student Equity

SSSP   Student Success and Support Program

VPIE   Vice President of Institutional Effectiveness

VPSS   Vice President of Student Services