Chancellor’s Office
Application to Participate in the
California Community Colleges
Baccalaureate Degree Pilot Program

Presenters:
Jackie Escajeda
Rita Levy

Academic Affairs Division Webinar
March 26, 2015
On September 28, 2014, California Governor Jerry Brown signed SB 850 (Block) authorizing the Board of Governors of the California’s Community Colleges (BOG), in consultation with representatives of the California State University (CSU) and University of California (UC), to establish a statewide baccalaureate degree pilot program at no more than 15 California Community Colleges.
Instructions and Specifications

REISSUED

Application to Participate in the Baccalaureate Degree Pilot Program
Eligibility

- Community college districts will be allowed to submit only one application.
- Community College Districts that have a college participating in the first selection process are not eligible to apply.
- If a college or college district has accreditation sanctions, the college will not be eligible to apply.
- Selected applications must receive a minimum score of 75 points; however, receiving 75 points (or more) does not guarantee approval. The Chancellor’s Office reserves the right of making final selection of pilot programs.
**Rubric/Scoring Criteria**

All applications will be evaluated and ranked on the basis of the following criteria:

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Criterion Value</th>
<th>Reader Score</th>
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</thead>
<tbody>
<tr>
<td>Need (Statement of Problem)</td>
<td>25</td>
<td></td>
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<tr>
<td>Response to Need</td>
<td>25</td>
<td></td>
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<tr>
<td>Program Management/Institutional Commitment</td>
<td>20</td>
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<tr>
<td>Identified Resources</td>
<td>20</td>
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<tr>
<td>Overall Feasibility of the Program</td>
<td>10</td>
<td></td>
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<tr>
<td><strong>TOTAL POINTS</strong></td>
<td><strong>100</strong></td>
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</table>
Rubric/Scoring Criteria

It is important to note that the rubric does not include the following considerations that may influence the final list of recommended programs:

- Geographic distribution of pilot programs
- Diversity of pilot programs
- Potential duplication of pilot programs
- Verification of lack of duplication with the CSU and the UC
Application Format and Instructions

- All questions must be answered.
- Requested data must be supplied.
- All narrative portions of the application should be in 12 point, Arial font, single spaced, and with minimum 1” margins.
- There can be a one-page application cover.
Need (Statement of Problem)

Please limit to four (4) pages

- Brief description of the proposed baccalaureate program.
- Description of the college and district including demographics, regional characteristics, and enrollment data.
- Evaluation of student interest, community support, and regional/statewide demand for the proposed program, including a statement supporting the necessity of a four-year degree for the program that is identified.
Need (Statement of Problem) continued

• Summary of regional and/or statewide labor market and employer demand that documents the unmet workforce needs specifically related to the proposed baccalaureate degree pilot program.

• Further evidence of need (quantitative and/or qualitative) drawn from experiences, statistics, authoritative sources, and/or research.
Response to the Need

Please limit to four (4) pages

• Five-year enrollment projections for the proposed baccalaureate program and the number of anticipated graduates.
• Evidence of how the program has no duplication with the UC or CSU statewide.
• Analysis of the proposed curriculum for this degree including an example of the upper division discipline work that may be required.
Response to the Need  continued

• Description of the size, scope, and success of existing associate degree programs within the discipline of the proposed baccalaureate degree program at the college and within the region. If applicable, include student pass rates on accredited exams.

• Outline of how the proposed program will build upon existing programs and how it will include access for prospective students within the community.
Response to the Need  continued

• Illustrations of the upper division general education course work that may be appropriate for the proposed degree.

• Timeline for program planning, implementation, requisite accreditation approval with the Accrediting Commission for Community and Junior Colleges and other accrediting entities if required, and degree completion.
Program Management/
Institutional Commitment

Please limit to two (2) pages

• Summary of current and historical college/district accreditation status; and accreditation for the proposed program (if applicable). If the college or college district currently has accreditation sanctions, the college will not be eligible to request a required substantive change to offer a baccalaureate degree, which will eliminate them from the Baccalaureate Degree Pilot Program.

• Verification of college and district long-term effective and stable fiscal management.
Program Management/
Institutional Commitment  continued

- Identification of experienced and appropriate program administration and support staff with sufficient time allocated to ensure program success for the pilot baccalaureate program.
- Examples of programs that the college and/or district have successfully implemented which are similar to the proposed baccalaureate degree program.
- Provide an organizational chart for the pilot program.
Identified Resources

Please limit to two (2) pages

• Concisely describe the college’s capacity to provide necessary and appropriate resources in support of the baccalaureate degree pilot program.

• Summary of funding and other resources, including professional development and curriculum development that will be provided to support the planning and implementation of the program.

• Evidence of the availability of discipline prepared instructional faculty and appropriate student support services and personnel.
Identified Resources continued

• Description of facilities, instructional equipment, and supplies available for the program and/or plans for securing these essential resources.
• Analysis showing that the proposed baccalaureate degree can be successfully achieved with identified resources.
Forms

Signature Page - Appendix A

• Name of College/District (only one application may be submitted per district).

• Contact information and signatures of institutional support demonstrated by signatures of the District Chancellor/Superintendent, College President, Chief Business Officer, Chief Instructional Officer, Chief Student Services Officer, and Academic Senate President.
By submission of their application, the District/College agrees to abide by the terms and conditions set forth in the Application to Participate in the California Community Colleges Baccalaureate Degree Pilot Program and the District/College application.

**APPLICATION SIGNATURE PAGE**

<table>
<thead>
<tr>
<th>District:</th>
<th>College:</th>
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<tbody>
<tr>
<td>Address:</td>
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<td>City:</td>
<td>State:</td>
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**District Superintendent/President (or authorized Designee)**

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<thead>
<tr>
<th>Name:</th>
<th>Title:</th>
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<td>Phone:</td>
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<tr>
<td>Signature</td>
<td>E-Mail Address:</td>
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**College President**

<table>
<thead>
<tr>
<th>Name:</th>
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<tbody>
<tr>
<td>Phone:</td>
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<td>Signature</td>
<td>E-Mail Address:</td>
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Submission Requirements

- Staple the application in the upper left-hand corner.
- Use 8-1/2”x11” white bond paper only.
- Use binders or other covers and do not include appendices or other supplemental information unless specified in the Application to Participate.
Submission Requirements

Submit two (2) hard copies of the application with original signatures (any color ink but black).

Mail or Deliver Applications To:
Chancellor's Office, California Community Colleges
Academic Affairs Division
1102 Q Street, 4th Floor, Suite 4554
Sacramento, CA 95811-6539
Attn: Rita Levy
Submission Requirements

ALSO APPLICANTS MUST:
Submit an electronic copy of the entire application in a PDF format via electronic mail (email).

Email PDF To:
Rita Levy at rlevy@cccco.edu

Both the hard copy and PDF of the application must be received in the Chancellor's Office by 5:00 p.m. on April 16, 2015.
Submission Requirements

The Applicant is responsible for all costs associated with mailing the application, arranging proof of delivery and tracking documentation if needed at no cost to the state.
Evaluations and Reports

Colleges selected to conduct the baccalaureate pilot programs will be responsible to collect and report program data and progress reports requested by the Chancellor’s Office, in a manner prescribed by the Chancellor’s Office. The bi-annual reports will be due on March 31st and September 30th with the first report due on September 30, 2015. A final report will be due at the end of the program.
## Calendar of Key Dates

<table>
<thead>
<tr>
<th>ACTION</th>
<th>DATE</th>
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<tbody>
<tr>
<td>Reissue of Application to Participate in the California Community Colleges Baccalaureate Degree Pilot Program</td>
<td>March 19, 2015</td>
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<tr>
<td>Applicant’s Webinar</td>
<td>March 26, 2015</td>
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<tr>
<td>Deadline for Submitting Applications</td>
<td>April 16, 2015</td>
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<tr>
<td>Notification of Selected Pilot Programs</td>
<td>May 2015</td>
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<tr>
<td>Baccalaureate Degree Program Commencement</td>
<td>No later than 2017-2018 Academic Year</td>
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<td>First Biannual Progress Report Due</td>
<td>September 30, 2015</td>
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<tr>
<td>Legislative Analyst’s Office Interim Report Due</td>
<td>July 1, 2018</td>
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<tr>
<td>Legislative Analyst’s Office Final Report Due</td>
<td>July 1, 2022</td>
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<td>Pilot Baccalaureate Program Ends</td>
<td>June 30, 2023</td>
</tr>
<tr>
<td>Pilot Program Participant Final Report Due</td>
<td>August 31, 2023</td>
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Questions
Contact Information

If you have any questions, please contact:

Rita Levy at
rlevy@ccccco.edu or 916-327-5802
Thank you for joining us today!