

Riverside City College
Institutional Effectiveness Leadership Council (IE-LC)
2017-2018 Report

1. The Office of Institutional Effectiveness distributed Leadership Council surveys in Spring 2017. Reports were created and distributed with LC-specific information in Fall 2017. Processes – particularly for the Program Review and Planning process – were evaluated and revised during the Fall Strategic Planning Retreat.
2. Implementing Year 3 of Program Review and Plan (PRaP) including assessing and evaluating the year 2 process and recommending changes
 - Reviewed feedback from the Strategic Planning survey administered in June 2017. Feedback included improving the communication processes and including additional faculty and staff in the planning processes.
 - Compiled a PRaP Evaluation and Assessment report based on feedback from the 3 Joint Leadership Council meetings. This information has been used for year 3’s planning.
 - Revised Division-level template for Deans to use as part of their Division PRaP including creating “THEMES”
 - Implemented year 3 of faculty hiring process – including a faculty prioritization request worksheet. Additionally, the Program Review Committee is recommending that a staff hiring process is created.
 - Evaluated and assessed the planning processes and recommended actions for 2017-2018 (see the annual Program Review Committee report for details)
 - In coordination with RDAS, year 3’s processes and timeline are aligned with the committees and the business processes timelines.
3. Reviewing achievement of RCC’s progress on Strategic Plan Metrics and the achievement of initial targets / goals.
 - A Winter 2018 KPI update was presented at February FLEX retreat including metrics for each of the 5 college goals
 - IEPI metrics were reviewed and approved by IE-LC, EPOC, Senate, and Board of Trustees
 - According to the Strategic Planning survey feedback, data is informing discussions at the discipline and department levels, increasing transparency and alignment with college goals.
 - As part of the California Guided Pathways framework, metrics are being used to align college goals with the Guided Pathways goals.
 - IE-LC is worked with individual disciplines as well as the College Readiness Committee to understand and prepare for the AB705 implementation including coordinating an AB705 Summit in March, 2018.
4. Began the process of GE SLO Assessment for the Critical Thinking GE SLO. The final assessment will be conducted during Fall 2018 FLEX using artifacts collected in Spring 2018.
 - The Riverside Assessment Committee hosted the first-ever Assessment Summit in March 2018. While it was small, it had great information and integrated student support assessment with academics.
 - The Assessment Committee co-chairs presented at the February 2018 regional ASCCC SLO Symposium

- See RAC annual report for additional details.
- 5. Review and align committee structures including College / District structures (Function Map)
 - Work is on-going with the Function Map, particularly focusing on Standard I.
- 6. Communicating w/ Workgroups and Communicating w/ other Councils
 - IE-LC survey feedback is very positive about communication within the committees as well as communication between the IE-LC and the other Councils.
 - LC and Committee membership is fairly well structured to assure this horizontal alignment and vertical integration.
 - The Council has identified a couple of gaps and is discussing revising the membership to include the Academic Chair of the Program Review Committee formally on the IE-LC.
- 7. Accreditation
 - IE-LC identified administrative, faculty, and staff leads for Standards I and IV.
 - Council members attended accreditation training: 1) Accreditation kick-off at the Fall 2017 Strategic Planning Retreat; 2) Accreditation Spring 2018 training with presentations by college accreditation and strategic planning leads and the ACCJC Vice President, Gohar Momjian.
 - IE-LC standard leads received ISER training provided by ACCJC.
 - Council members began the self-review process by identifying evidence, evaluating policy and process in relation to the standards, and conducting a gap analysis.
 - Standard Worksheet Drafts and Evidence Inventory documents were completed and discussed at council and committee meetings.
 - Standard drafts were submitted to EPOC/ASC in May 2018 for review and feedback.
- 8. Leadership and Governance
 - The Leadership and Governance Assessment Committee has met twice to establish its charge and to begin work on the accreditation standards IV.A and IV. B worksheets. Standards IV.C and IV.D will require further coordination with the District Office, MVC, and NC.

Additional Items to note:

- The Program Review Committee needs representative membership from Fine and Performing Arts. It also needs an administrative member from the Student Services Division and an administrative and staff member from the Business and Administrative Services Division.
- The Riverside Assessment Committee needs membership from Student Services and Business Services