

Riverside City College  
 Assessment Committee Minutes  
 September 6, 2019 – DL409

Members			
X	Sharon Alexander		Melissa Matuszak
X	Dina Anderson	X	Scott Mc Leod
X	Kelly Brautigam		Michael Medina
X	Steve Brewster	X	Wendy McEwen
	Kathryn Brooks	X	Inez Moore
	Leslie Brown	X	Anne Pattison
	Sofia Carreras		William Phelps
	Debbie Cazares	X	Paul Richardson
	Shelly Dawson	X	Nick Robinson
X	Diane DeCastro	X	RoseMarie Sarkis
X	Jim Elton	X	Rochelle Smith
	Jasmine Knecht	X	Rana Tayyar
X	Denise Kruizenga-Muro	X	Jude Whitton
	David Lee		Marc Wolpoff
X	Cecilia Lusk		Ronald Ruiz
X	Kevin Maroufkhani		
Guests/Liaisons/Admins			
X	Mona Jazayeri	X	Brandon Owashi
X	Bryn Glover (recorder)		

- I. Approval of the Agenda
  
- II. Approval of the Minutes (May 2019) m/s/c Jim Elton/Nick Robinson (with one grammatical correction by Denise Kruizenga-Muro)
  
- III. Reports
  - EPOC – The redesigned RCC website was shared. It is scheduled to go live in April, there will be a shadow site up by November. The new site is student focused with an emphasis on guided pathways. Business Services is simultaneously working on an intranet site for faculty/staff that will not be public facing. Kristi Woods spoke about the student equity presentation given to the RCCD Board of Trustees on August 20, 2019. An update on accreditation and the ACCJC visit was given.
  
  - GEM-Q – no report

- Program Review – Changes to the Program Review and Plan Process Year 4 document have been made. On September 16, 2019 the VPs will send the plans to the Leadership Councils for review. On September 27, 2019 there will be a joint meeting of the Leadership Councils to discuss the process and answer any questions. The Program Review and Plan Process Year 4 document has been updated to reflect this revised timeline.
- Accreditation – The Accreditation leads are starting to have standard specific meetings, the ISER is being edited. The ACCJC training will be held on September 13, 2019 from 1-3pm in DL121 and all are encouraged to attend.
- Co-curricular Assessment

Cecilia Lusk, Student Support Services, TRIO - They are funded by 3 federal grants and primarily serve first generation, low income students; veterans and students with disabilities. Their main goal is to increase persistence rates and graduation/transfer rates. This semester they started doing individual check in appointments with students rather than group orientation. Their team has met with 147 of 364 students in the program. Appointments are 30 minutes and include telling students what resources and supplies are available to them. The application process begins in spring for fall start.

Anne Pattison, Cal Works – Participants have to be registered with county welfare, and have dependent(s). They receive 1 on 1 tutoring, text books; and financial assistance with transportation, childcare, and tuition. Participants are required to go to school and spend a set number of hours working or volunteering.

Dina Anderson, Financial Aid- FAFSA applications will be available for 2020-2021 in October 2019. They are working to move the timeline up so potential students will know in advance if they qualify for financial aid, which may help them decide to attend RCC. The Financial Aid website has been updated, and includes online applications, a chat bot, and 'FATV' videos to educate students.

Diana de Castro, DRC – The office provides academic accommodations to students with disabilities, and assists students with obtaining documentation to support their disability. There are several resources available on the DRC website, including a furniture request for accommodations in classrooms/labs.

#### IV. Old Business

- GE Assessment Report #2 – The report was completed after the May Assessment Committee meeting. During the May meeting four groups reviewed artifacts from different disciplines. Completing group norming beforehand was very helpful and kept the team on track, using the same language to review the evidence. The report serves as evidence of assessment for ACCJC.

- PLO Assessment 2018-2019 check in – 9 PLOs were scheduled to be assessed last year. Business, Computer Science, Early Childhood Development, Psychology, Spanish, Theatre, Nursing (degree and certificate), and Communication were completed. Political Science is still outstanding.

#### V. New Business

- Fall 2019 SLO Assessment Report (for 2018-2019 status) - Wendy will send reports to the Department Leadership Council (DLC) and the Assessment Committee showing where we are in the 5 year assessment cycle. Each discipline is responsible for assessing PLOs twice during the 5 year cycle for every certificate, ADT, and degree in their discipline.
- Nuventive Improved – The district office is purchasing an upgraded version of Nuventive and will roll it out to the colleges. Improvements are on the back end in support, maintenance, and reporting.
- PLO 2019-2020 reminders – PLOs on the schedule for review this year are: History, Philosophy, Physics, Sociology, Anthropology, Art History, Geography, Nursing, (degree and certificate).
- GE #3 plan of action – Two GEs are scheduled for assessment: Information Competency and Technology Literacy; and Self Development and Global Awareness. Information Competency will be finalized and Self Development and Global Awareness GE SLO will be initiated. Wendy will bring the report linking course assessment to GE SLO's in October. We can look at courses that are related and the committee will decide which to assess, November collect artifacts, December assess evidence.
- Assessment of online classes – In June the Curriculum Committee chair, Kelly Douglass, sent a memo from ACCJC regarding assessing online courses. The memo included a recommended protocol for assessing distance education/online courses. Sheila Pisa, Dean of Distance Ed at RCCD, is working on reviewing success rates for distance education throughout the district.

#### VI. Other

ASRCC student will be assigned to the committee soon.

AVID training is available to faculty. Contact Laura Greathouse for access to the website and for the calendar of Friday training sessions.