

RIVERSIDE ASSESSMENT COMMITTEE MINUTES - DRAFT

December 6, 2019

12:00-2:00 PM, CAK 224

Members			
	Sharon Alexander		Melissa Matuszak
	Hayley Ashby	X	Wendy McEwen
X	Kelly Brautigam	X	Scott McLeod
	Steve Brewster		Mike Medina
	Kathryn Brooks	X	Joshua Orlando
	Deborah Brown		William Phelps
X	Debbie Cazares		Paul Richardson
X	Rita Chenoweth	X	Nick Robinson
	Shelly Dawson		RoseMarie Sarkis
	Jim Elton	X	Rochelle Smith
	Jasminka Knecht		Rana Tayyar
X	Denise Kruizenga-Muro	X	Jude Whitton
x	Kevin Maroufkhani		
Guests/Liaisons/Admins			
X	Cecilia Lusk	X	Anne Pattison
X	Bryn Glover (recorder)		

- I. Approval of the Agenda (m/s/c Chenoweth/Cazares), revise location of meeting from DL 409 to CAK 224– 1 abstention
- II. Approval of the Minutes (November 2019) (m/s/c Smith/Whitton) – abstention 4
- III. Amendment of the September 2019 minutes - not needed, amendment was approved at November meeting.
- IV. Reports
 - EPOC –
 - Mission, Vision, Value statements and college goals were presented to District Strategic Planning today.
 - There is an RCC Strategic Planning retreat on January 24, 2020. Program review and implementing equity strategies will be the focus of the morning session. All department chairs have been invited. The afternoon will be spent working on the college’s strategic plan. If you are interested in attending, please do.
 - The Master Calendar was revised for spring. The Leadership Councils and EPOC will meet from 3-5 pm on Monday afternoons, alternating with Academic Senate. The Assessment Committee remains on Friday.

- RCC's overall committee reporting structure and alignment with Leadership Councils was also discussed. RAC will report to TL and GEMQ going forward to reflect the desire for better alignment and communication with Teaching and Learning.
- GEM-Q
 - The Committee structure was reviewed, and committee charge was assessed.
 - GEMQ will add a new Equity Review Board committee. It will look at college policies, hiring practices etc. Contact Debbie Cazares if you are interested in joining.
 - Council is looking at refining the Mission, Vision, Value revision process to be more systematic in gathering input from different college stakeholder groups.
- Program Review – did not meet this month
 - The COMPREHENSIVE program review cycle is ongoing. The new template is up in Nuventive, and due March 31, 2020. We are having “teach-ins” January 8 and 14, 2020. We are strongly encouraging disciplines and departments to have their program review done by March 31, 2020, ensuring time to communicate with the Division Deans and other department chairs.
- Accreditation
 - The ISER is going to the Board of Trustees meeting on December 10, 2019 for approval. It will be sent to ACCJC in January. The ACCJC visit is scheduled for March 2-5, 2020.
- Co-curricular Assessment
 - TRIO- Annual performance reports have been completed, and grant applications for the next cycle for classic, disability and veterans' grants are underway. They are also planning to apply for a STEM grant this year.
 - Cal works - Priority registration was approved for 220 students, 62% registered during the priority period (143 students). The office is calling and following up with those who didn't pre-register. Since the calls – 15 more students have registered. Their goal is to increase participation in priority registration by 2% year over year.

V. Old Business

- PLO Assessment 2018-2019 reminders: History, Philosophy, Physics, Sociology, Anthropology, Art History, Geography, Nursing, Political Science.

VI. New Business

Scoring of GE artifacts – The group divided into teams, discussed directions for scoring artifacts, and established the norm. Artifacts from Communication Studies, Math, Film Studies, and Script Writing were reviewed and assessed.

After review and discussion, the group agreed that our assessments are effective. We are giving the students the opportunity to learn to communicate effectively, and demonstrate that in the classroom, counseling, group interactions, etc.

Minutes submitted by B. Glover