



Riverside City College Program Review and Plan

As RCC continues its 2nd cycle of **Program Review and Planning** in alignment with the College's 2020-2025 Strategic Plan, the Program Review Committee is engaging in training and support including a retreat in January 2024. The Program Review Committee is inviting faculty, classified professionals, and administrators across the college to participate in this training to better facilitate the **PRaP** process both within a program and across the college.

PRaP asks programs to engage in discussions including:

- What is our purpose (mission) as a college?
- What do we take pride in (how we help our students achieve success)?
- What do we want to be known for?
- What is the student-centered, equity-focused plan to help us accomplish our mission and continuously improve student outcomes?

The **PRaP** and corresponding **Prioritization Process** link unit, discipline, and department level review, planning, and resource requests to the College's Strategic Plan.

Every unit completes and **PRaP**, but not every initiative will be included in a Division or VP's plan. The unit **PRaP** also serves as an internal planning document supporting communication of unit priorities with the unit as well as across the department and division. Additionally, not everything that we do needs prioritized college funding, but is still important to document and communicate.

The **Prioritization Process** is led by Leadership Council members. Ideally, prioritization focuses not on routine resource requests (such as repairs to facilities, safety issues, replacement technology), but on strategically deciding which proposed strategies / initiatives to support in order to help the college meet its goals and equitable student success targets. Prioritization facilitates determining how/ where to apply funding and promotes transparency so that the college is working together strategically rather than in isolated silos.

Guiding Questions for programs engaging in an annual **PRaP** process include:

- How does the initiative support the College's commitment to equity and specific focus on closing student equity gaps?
- How will the proposed initiative and any associated resource requests help the college meet its goals and targets?
- What is the quantity vs. quality of the student impact? What is the anticipated outcome? It is not necessarily the total number of students served which is most important, but the ability of the initiative to impact College Strategic Goals and specific student needs such as:
 - Alignment with Guided Pathways
 - Alignment with intentional student equity efforts
 - How does it directly address student need?
- Is the total cost of the proposed strategy/initiative clear?
- Are there grant funds identified that could help fund a proposed strategy/initiative? Are these funds restricted to a particular area covered by this proposed strategy/initiative?

WHAT IS IT?

PRaP Program Review and Plan

Within RCC's Strategic Planning context, a **Program** is a college unit or department which is engaging in strategic planning. Programs include academic, co-curricular (e.g. CalWorks, EOPS, Academic Support, La Casa, DRC, Veteran's Center, UMOJA, etc.) and administrative (e.g. finance, institutional effectiveness, food services, etc.).

RCC has over 70 individual programs which complete a PRaP each year.

Comprehensive Program Review and Plans are completed once every 5 years – at the beginning of the college's strategic planning cycle. The most recent Comprehensive PRaPs were completed in 2019-2020. A Comprehensive PRaP includes responding to a number of different prompts reviewing the last Strategic Planning cycle goes and outcomes. During the Comprehensive year, initiatives are also developed and / or continued.

In the subsequent 4 years of the PRaP cycle, programs review their initiatives, update initiatives to include results, and create new initiatives as needed / desired.