

**Riverside City College
RAC Onboarding Guide**



**Riverside Assessment Committee
Governance, Effectiveness, Mission, and Quality (GEMQ) Leadership Council.**

Welcome



Thank you for agreeing to serve on the Riverside Assessment Committee (RAC). We are happy you are here as your discipline/department representative. The work we do is crucial to strategic planning, program review, and accreditation. As RAC representative, you will serve as a liaison between your discipline and/or department and the RAC, guiding your colleagues through assessment projects, while also participating in assessment projects at the institutional level. In the next pages you will find a quick-start guide to representing your area with links to important sites that will help you be a strong and knowledgeable guide to assessment.

If you have any questions about anything assessment related, please feel free to contact us and we are happy to help.

Welcome aboard!

Rosa Rodriguez Frazier | Rosa.Frazier@rccd.edu
Denise Kruiuzenga-Muro | Denise.Kruiuzenga-Muro@rcc.edu

Meet the RAC Committee

Humberto Reynoso, Art

David Shin Lee, Behavioral Sciences

Scott McLeod, Business Admin/Info Sys Tech

Anne Lenox, CalWORKs

Angie Burkhart, Communication Studies

Rochelle Smith, Cosmetology

Kelly Brautigam, Counseling

Joshua Orlando, Culinary

Christina Rivera, Early Childhood Ed

Riyad Abubaker Econ, Geography, Pol Sci

Denise Kruizenga- Muro, English & Media Studies

Kevin Maroufkhani (Phil), History, Hum, Phil

Wendy McEwen, Dean, Institutional Effectiveness

Eyad Alfattal, International Student Center

Nick Robinson, Kinesiology

Nick Robinson, Kinesiology

Daniel Slota, Library

Rana Tayyar, Life Sciences

Katie Johnson, Life Sciences

Arya Parsa, Life Sciences

Evan Enright, Mathematics

Sharon Alexander, Nursing

Delia Tijerina, Outreach

Rosa R Frazier, Performing Arts (Dance)

Jasminka Knecht, Performing Arts (Music)

Katie Kern, Physical Science

Cecilia Lusk, TRiO

Takashi Suzuki, World Languages

Deborah Muganza, ASRCC

RAC Contact List

You can find the names and contact information for fellow RAC representatives on the faculty-facing RAC webpage or by clicking [here](#).

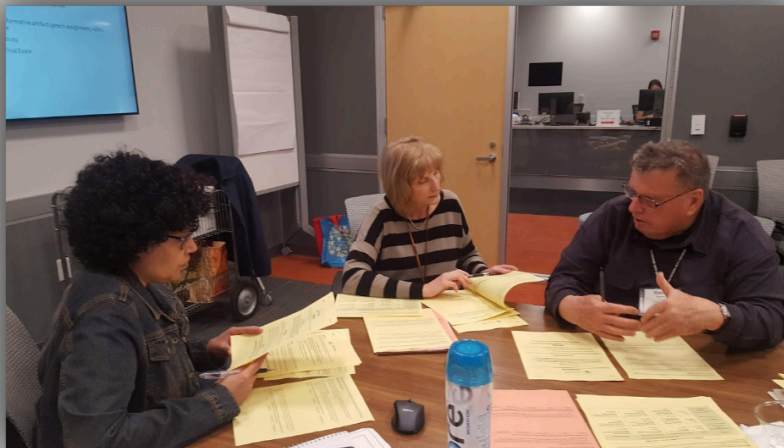
Mission Statement



The mission of assessment at Riverside City College is fourfold:

- (1) to equitably improve student success and learning, thus helping the College fulfill its educational mission;
- (2) to provide the evidence that allows the College to strengthen the content and delivery of its curriculum and services by identifying areas of strength and areas for improvement;
- (3) to allow space for conversations among all stakeholders about student learning, pedagogy, and equity; and
- (4) to encourage students' agency in their own learning.

Committee Reporting & Responsibilities



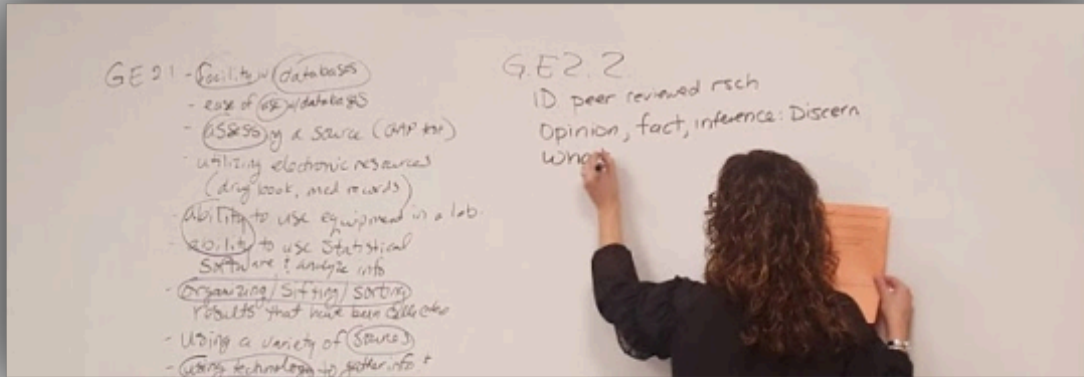
The Riverside City College Assessment Committee (RAC) is a standing committee of the Riverside City College Academic Senate as established by Article III, Section 5 of the Academic Senate By-Laws.

The Assessment Committee recognizes the dual purpose of assessment as both summative and formative. While the committee strives to meet the external accountability demands of the accrediting commission and acknowledges the role of assessment in college planning processes and resource allocation decisions, its focus is on the intrinsic value of assessment as a means of improving student learning.

The Assessment Committee supports student learning outcomes assessment by facilitating college-based activities and discussion, and by consulting with and providing guidance to departments, disciplines, and other units undergoing program review. The committee seeks to foster engagement in student learning outcomes assessment by encouraging dialogue related to pedagogy and curriculum and supporting college-wide assessment efforts.

The overall goal of the committee is to improve student success and learning, thus helping the College fulfill its educational mission. The assessment process provides the college with evidence that allows it to strengthen the content and delivery of its curriculum and services by identifying areas of strength and areas for improvement. Assessment is more meaningful and likely to lead to improvement when students are committed to learning and the faculty and staff who deliver the programs and services own the process.

Duties of the RAC Department Representative/s



Below you will find a list of your duties as a RAC representative:

- Attending monthly meetings and voting on various action items. Meetings are held in Zoom on the first Friday of every month from noon to 2:00 p.m.
- Reporting back to your discipline and/or department important happenings from RAC meetings. You might report back an interesting equity resource, for example, or an upcoming ILO assessment. You can also report back any questions or conversations we have in the meeting as they relate to your discipline and/or department assessments.
- Bringing questions and/or concerns from the discipline and/or department to RAC meetings. Acting as a liaison between RAC and your discipline and/or department.
- Facilitating assessment projects in the discipline and/or department, assisting with entering discipline and/or department results into Nuventive, training new discipline and/or department members in assessment practices and Nuventive.
- Participating in ILO assessments.
- Participating in assessment-related flex activities.

Nuventive & Assessment Guide



Nuventive Guide

Nuventive is the program RCC uses to schedule, track, and update SLO assessments. RAC chairs have created a step-by-step guide with written instructions, screen shots, and videos to walk you through using Nuventive. The [Nuventive Training Manual](#) is a linked document with a detailed table to contents, so you can quickly find what you are looking for and navigate right to that topic.

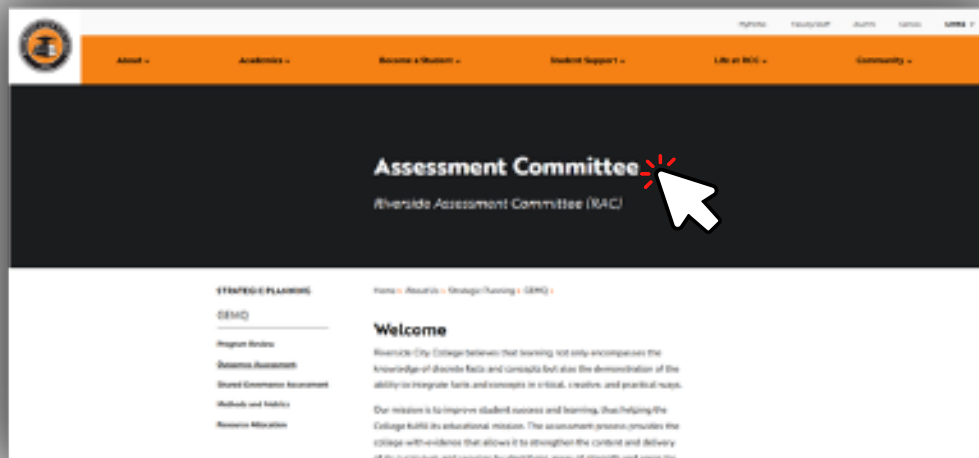
Assessment Guide

RAC has a helpful [Assessment Guide](#), which covers the following general topics about assessment and is specific to RCC:

- Guiding principles of assessment at RCC
- The assessment cycle and program review process
- Assessment and the four pillars of Guided Pathways
- Assessment as it relates to accreditation and strategic planning

In addition, this Guide has an appendix of important information including what assessment is and how it works, what the levels of assessment are, how to create an assessment cycle, and more.

RAC Websites



RAC has two websites that can be accessed through RCC.edu. The first site is for [faculty and staff](#). This site contains information about all of the following:

- Reporting forms for part-time faculty
- RAC membership list with contact information
- Service area outcome (SAO) assessment resources for those who work in campus service areas
- Equitable assessment resources
- Assessment success stories from faculty and staff here at RCC
- Student learning outcome (SLO) assessment resources for faculty including training manuals, examples of assessments and schedules, and resources

The other site is for external reviewers such as ACCJC. This [external-facing site](#) is more general, providing definitions, meeting information, and RAC chair contact information.

Glossary



The RAC and Institutional Effectiveness created a glossary of assessment terms that you might find helpful. This glossary can be found on the [Assessment webpage](#) and by clicking [here](#). The National Institute of Learning Outcomes Assessment (NILOA) also has an [assessment glossary](#).