

District Program Review Committee Meeting

Date: 12/9/21

Via Zoom:

AGENDA

Voting Members	Non-Voting Members
<input type="checkbox"/> Anya Marquis, Chair (MVC)	<input type="checkbox"/> David Torres (RCCD)
<input type="checkbox"/> Cynthia Morrill (RCC)	<input type="checkbox"/> Lijuan Zhai (RCCD)
<input type="checkbox"/> Timothy Russell (NC)	

- I. Call to Order
- II. Approval of Agenda
- III. Adoption of Minutes
- IV. College Reports

Moreno Valley College Report

Moreno Valley College Faculty Chair: Anya Marquis

- MVC Comprehensive Reports are due once every 3 years, 2 for CTE, with approximately 1/3 of reports due each year on October 1.
- MVC Annual Updates are due every year on October 1, except when a discipline has a Comprehensive Report due.
- Over the past two years, the IPRC and the Dean of Institutional Effectiveness have worked closely to establish ways in which the Office of Institutional Effectiveness can support the Moreno Valley College IPRC.
 - The Office of Institutional Effectiveness is now involved in more than Nuventive and data management, frequently providing technology support and to faculty during the program review process.
 - The Office of Institutional Effectiveness maintains the training website for Instructional Program Review, adding new training materials as they are created by IPRC.
 - During the past 2 years, the IPRC and Office of Institutional Effectiveness have worked together and created [one dozen online training videos](#) for faculty to assist faculty with Instructional Program Review completion.
- Fall 2021 the Training Manual for faculty was revised to reflect minor adjustments in Nuventive from the 20-21 cycle.
- IPRC Chair met frequently with Nuventive and MVC's Dean of Institutional Effectiveness during summer 2021 to get the platform ready for Fall reports.
- During Fall 2021, 17 of the 18 Comprehensive Reports due were submitted to the IPRC. All were accepted or accepted after revisions, with the exception of 3 still pending revisions.
- Concerns to be addressed from the Fall 21 cycle include the failure of Microsoft PowerBI accounts to work within Nuventive. This issue prohibited faculty from viewing data graphs for their disciplines and resulted in a .pdf work-around solution that required hours of work from the Office of Institutional Effectiveness. While the temporary fix allowed faculty to work with their data, the IPRC did hear complains that the files were difficult to read and not as user-friendly as the PowerBi graphs are.

- MVC IPRC chair position is up for election in May, 2023.

Norco College Report

Norco College Faculty Co-Chair: Tim Russell

The following are the most recent updates for the Norco College Program Review Committee:

1. Leadership change: Dr. Alexis Gray stepped down as the Norco College Program Review Committee faculty co-chair. The new faculty co-chair for this committee is Dr. Tim Russell
2. Norco College conducted a Comprehensive Program Review Spring 2021 using an updated version of the Nuventive Improve platform.
 - a. Norco College is on a 3-year Program Review cycle, where all programs/units are on the same cycle. Every 3-years all programs conduct a Comprehensive Program Review and in the in-between years the programs are free to submit updates. Updates are due in April each Academic Year.
 - b. There was an effort to train and prepare the stakeholders to submit their Program Reviews in this new updated platform before the deadline last Spring, but there has been a request from faculty to offer more training in the future. This will likely come in the form of “How to videos” and Program Review bootcamps (done in the virtual environment via Zoom).
 - c. The Norco College Program Review Committee is currently going over the questions asked in the last Program Review and to determine how best to edit the existing questions, as well as what questions need to be added that are not already asked.
 - d. Norco College experienced a near 100% submission rate of Comprehensive Program reviews, with one being submitted after the deadline, and one still yet to be submitted.

Riverside Community College Report

Riverside City College Faculty Chair: Cynthia Morrill

RCC program review has undergone a great deal of change. We have a new charge:

Riverside City College’s Program Review Committee, a committee reporting to RCC’s Governance, Effectiveness, Mission, and Quality Leadership Council, is committed to using the College’s Program Review and Planning process to improve student success and learning.

- Provides program review and planning coaching, facilitation, training, and communication
- Provides support for development, implementation, and evaluation of discipline-level and department-level program review and planning
- Facilitates the connection of planning to department leadership, curriculum revision, and division conversations

(Please see attached documents)

V. Discussion Items

- **Updates to District Program Review Committee [Website](#)**
- **Review Statement of Purpose**

The District Program Committee is responsible for overseeing the best practices for program review within the district while supporting the autonomy of each college and fostering collegial discourse to maintain continuity for strategic planning and resource allocation within the District.

- **Schedule Spring 2022 Meeting**

VI. Adjourn