

MORENO VALLEY COLLEGE
Comprehensive Instructional Program Review
Screening Committee

Chair: Carolyn Quin

Committee Members: Olga Dumer, Donna Lesser, Carolyn Quin

DATE: February 19, 2013

TIME: 3:30 p.m. – 6:00 p.m.

LOCATION: Dental Building, room C-116 (inside Room C-117)

APPROVED MINUTES (E-vote, March 21, 2013)

Purpose: The purpose of this meeting was to review backlogged Comprehensive Instructional Program Review (CIPR) reports prepared by disciplines during previous years and to assess the current status of all reports.

Process: This review will result in one of the following actions:

1. The screening committee accepts the report with no changes.
2. The screening committee accepts the report with minor changes.
3. The screening committee requests that faculty make changes and submit a second draft for their review within an agreed upon timeframe.

- I. Call to Order 3:30 p.m.
- II. Approval of the Minutes of the meeting of 01/23/2013
M/Lesser/S/Dumer/Approved
- III. Review of District Program Review Committee Draft Minutes of 12.04.2012 (e-mail)
- IV. Review of MVC Academic Planning Council Draft Minutes and Actions of 12.12.2012 (e-mail)
- V. Consideration of CIPR reports: (Reports are posted on mvc.edu and password protected until accepted by the District Program Review Committee.)
The MVCSC reviewed the master list of all MVC disciplines to determine the status of all reports and to make a plan for finishing the review of the “old” reports in this academic year.
- VI. The following programs are specific to MVC only. The district will review them, and the district editor will edit them. Final acceptance is at the college level, since they do not share common curriculum.
 - 3:40 p.m. – 3:55 p.m.--Dental Assistant—DEA_—2011—2011—Lidia Hulshof
Agreed to place this report on the Fall 2013 CIPR submission list. Change of personnel justifies the need for a completely new report. Donna Lesser will mentor the new faculty member in the preparation process.
 - 3:55 p.m. – 4:10 p.m.--Emergency Medical Services—EMS—Chris Nolette
Accepted as Category 2—Carolyn will contact Chris Nolette about removing the large sections related to national program information.
 - 4:10 p.m. – 4:25 p.m.--Medical Assisting—MDA_--Lisa Hausladen
Accepted as Category 2—Donna Lesser with work with faculty.
 - 4:25 p.m. – 4:40 p.m.--Basic Peace Officer Training Academy—ADJ—2011
Accepted—Category 1—submit to district for review.
 - 4:40 p.m. – 4:55 p.m. Fire Technology_FIT_2011—Natalie Hannum
Category 2—Carolyn will contact faculty consolidating the report to reduce the length of it and making other small edits.

VI. Brief Review Status—website, designation: FINAL, narrative update:

CIPR website for MVC has been updated and revised. The committee looked at the website and suggestions were made for further revisions and clarity. Julio Cuz will make the needed updates.

VII. Report of Actions on 5 reports **(see above) All submitted reports (old and new) have now been read and reviewed by the MVCSC.**

VIII. Next meeting date, time, and agenda—**to be determined based on need to review resubmitted reports**

VIII. Adjournment at 6:00 p.m.