

## MORENO VALLEY COLLEGE

### Comprehensive Instructional Program Review

#### Screening Committee

Chair: Carolyn Quin

Committee Members: Olga Dumer, Donna Lesser, Carolyn Quin

DATE: November 1, 2012

TIME: 2:30 p.m. – 4:40 p.m.

LOCATION: Dental Building, room B-105

#### MINUTES

**Purpose:** The purpose of this meeting is to review six (6) previously submitted Comprehensive Instructional Program Review (CIPR) reports submitted by disciplines during previous cycles.

**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.

**Action:** Reports that are accepted in categories 1 and 2 above will be forwarded directly to the District Program Review Committee for district review.

*Cautionary note: The District will not approve any CIPR reports if the Course Outlines of Record have not been updated to meet current regulations.*

#### **2:30 p.m. – 3:00 p.m.**

- I. Call to Order
- II. Approval of the minutes of the e-meeting of October 2012
- III. Discussion of Scope and Process:

#### **Review of Dental Hygiene 2011**

**Editorial comments and corrections made throughout the document. Donna Lesser will make corrections. Accepted in Category 2.**

- IV. Consideration of other CIPR reports: (Reports are posted on mvc.edu and password protected until accepted by the District Program Review Committee.)

**3:00 p.m. – 3:15 p.m. –Business/Computer Information Systems 2011**

**Editorial comments and corrections made throughout the document. Carolyn Quin will contact Jose Durand and Matthew Barboza for concerns about inclusion of old information from prior to 2008 and about “voice” of the document. Is it MVC only or District? Accepted in Category 3 above.**

**3:20 p.m. – 3:35 p.m. –Accounting 2011**

**Editorial comments and corrections made throughout the document. Carolyn Quin will make corrections and seek final approval from Professor Cheryl Honore. Accepted in Category 2.**

**3:40 p.m. – 3:55 p.m. –Psychology 2011**

**Editorial comments and corrections made throughout the document. Carolyn Quin will make corrections and seek final approval from Advie Toulany and Travis Gibbs. Accepted in Category 2.**

**4:00 p.m. – 4:15 p.m.—Chemistry 2011—Diane Marsh**

**Editorial comments and corrections made throughout the document. Carolyn Quin will make corrections. Diane Marsh attended the meeting and approved editorial changes as they were brought forward. Accepted in Category 2.**

**4:20 p.m. – 4:35 p.m.—Communications 2011**

**Editorial comments and corrections were made throughout the document. Carolyn Quin will meet with faculty to implement changes to complete the report. Category 3.**

- V. Report of Actions

**Four documents were accepted in Category 2. Those will be forwarded to the District Program Review Committee as soon as the District has determined a date when they will be on that agenda. Two documents were classified in Category 3 and will require further preparation and/or editing for current information, accuracy and completeness.**

- VI. Adjournment at 4:50 p.m.