

Program Assessment and Review Council (PARC)
Minutes for Wednesday, September 21, 2005

Members present:

Cecile Lindsay, Michelle Saint-Germain, Zvonimir Hlousek, Kelly Janousek, Van Novack, Guy Bachman, Liesl Haas, Judy Strauss, Kristen Powers, Renee Cramer, Mason Zhang, Betsey McEneaney, Phi Loan Le, Joan Theurer, Robin Richesson, Sabine Reddy, Jeremy Redman, Linda Callahan

Absent:

Ray DeLeon, Dan Zanuto, Frank Murgolo,

1. Meeting was called to order by the chair, Zvonimir Hlousek at 2:00 PM
Program Assessments and Review Council offices were determined by election during the constitutive meeting at the end of the Spring 2005 Semester.

Chair: Zvonimir Hlousek, Natural Sciences and Mathematics

Vice-Chair: Kelly Janousek, University Library

Secretary: Guy Bachman, Liberal Arts

Council shall meet every first and third Wednesday of the month in BH-203 at 2:00pm. Dates are as follows:

Wednesday, October 5, 2005

Wednesday, October 19, 2005

Wednesday, November 2, 2005

Wednesday, November 16, 2005

Wednesday, December 7, 2005

2. **Membership Issues.**

- PARC has vacant positions at this time:

Academic Senator,

Department Chair,

representatives of Students Associated, Inc.

Health and Human Services (Natalie Cheffer has resigned)

- As constituted, PARC is supposed to have about 1/3 of membership with one-year term of service, 1/3 of membership with two years term of service and 1/3 of membership with three years term of service. Ex-officio members, Academic Senator member, Department Chair member and representatives of Students Associated, Inc. fill all one-year term of service slots.

The length of term of service of members elected by seven Academic Units, Library and student Services for each member was determined by consensus and draw (when necessary). The list of member terms is as follows:

Sabine Reddy (Business) 3 years, to 2008;

Judy Strauss (Business) 2 years, to 2007;

Kristin Powers (Education) 2 years, to 2007;

Joan Theurer (Education) 3 years, to 2008;

Frank Murgolo (Engineering) 2 years, to 2007;

Jeremy Redman (Engineering) 3 years, to 2008;

Linda Callahan (Health and Human Services) 3 years, to 2008;

Vacant Position (Health and Human Services) 2 years, to 2007;

Guy Bachman (Liberal Arts), 3 years, to 2008;
Renee Ann Cramer (Liberal Arts) 3 years, to 2008;
Liesl Haas (Liberal Arts), 2 years, to 2007;
Elizabeth McEneaney (Liberal Arts), 2 years, to 2007;
Zvonimir Hlousek (Natural Sciences and Mathematics), 3 years, to 2008;
Mason Zhang (Natural Sciences and Mathematics), 2 years, to 2007;
Kelly Janousek (University Library), 3 years, to 2008;
Phi Loan Le (Student Services), 3 years, to 2008.

3. Orientation and the History of Program Review was presented by Michelle Saint-Germain

Presentation included the description of the steps involved in the review process. During the discussion, Van Novack articulated the reasons why the new Assessment and Review process is superior to previous procedures. Cecile Lindsay emphasized the significance and benefits of Memorandum of Understanding (MOU) document which completes the process of review.

4. Committee Charge

Members reviewed the flow chart of the Assessment and Review process. Steps in the process where Council becomes involved were emphasized. Documents detailing the process of Assessment and Review are available on Academic Senate web site,

http://www.csulb.edu/divisions/aa/grad_undergrad/senate/councils/prap

Council members are encouraged to review the available documents.

5. Last year's accomplishments

During the 2004-2005, the new policy and procedures for Program Assessment and Review were adopted and pilot-tested with three programs. Members were also informed about the programs that were reviewed last year. For more details see the Program Review, Status Report as of 9/14/2005, attached.

6. Calendar for 2005-2006 Academic Year

Michelle Saint-Germain presented abbreviated calendar of the Program review. See, Program review, Status Report as of 9/14/2005, attached.

7. Appointment of University Review Committees (URC)

Council members appointed the following University Review Committees (URC)

- | | |
|-----------------------------|---------------------------------------|
| 1. Anthropology | R. Richesson and K. Janousek (Chair) |
| 2. Communication Studies | J. Strauss and K. Powers (Chair) |
| 3. Department of Sociology | P. L. Le and M. Saint-Germain (Chair) |
| 4. Honors Program | R. A. Cramer and E. McEneaney (Chair) |
| 5. Student Athlete Services | L. Haas and B. Bachman (Chair) |
| 6. Occupational Studies | Z. Hlousek and V. Novack (Chair) |

URC's have to request relevant College Councils to appoint the remaining, third member to respective URC.

8. Meeting was adjourned at 3:35

*These minutes have not yet been approved

Attachment:

Program Review, Status Report as of September 14, 2005, prepared by Michelle Sain-Germain

PROGRAM REVIEW
Status Report as of September 14, 2005

1. PROGRAMS AT THE MOU STAGE 9PARC REVIEWS COMPLETED)

COLLEGE	DEPARTMENT	DEGREE(S)	Degree name(s)
HHS	CRIMINAL JUSTICE	BS, MA	Criminal Justice
ENGR	ENGINEERING	PH.D.	Engr. & Applied Industr. Math.
LIB ARTS	POLITICAL SCIENCE	BA, MA	Political Science
NSM	CHEMISTRY & BIOCHEMISTRY	BA, BS, MS, BS, MS	Chemistry Biochemistry
NSM	GEOLOGICAL SCIENCES	BS BS, MS	Earth Science Geology
UNIV	LEARNING ASST. CTR.		
UNIV	UNIV. LIBRARY		

2. PROGRAMS READY FOR PARC REVIEWS FALL 2005 (External Reviews Completed)

COLLEGE	DEPARTMENT	DEGREE(S)	Degree name(s)
LA	ANTHROPOLOGY	BS, MA	Anthropology
LA	COMMUNICATION STUDIES	BA, MA	Speech Communication
LA	PSYCHOLOGY	BA	Psychology
LA	SOCIOLOGY	BA	Sociology
HHS	OCCUPATIONAL STUDIES	BS, MA	Occupational Studies
UNIV	HONORS PROGRAM		
UNIV	STUDENT ATHLETE SERVICES		

3. PROGRAMS READY FOR EXTERNAL AND PARC REVIEWS FALL 2005

COLLEGE	DEPARTMENT	DEGREE(S)	Degree name(s)
LIB ARTS	ECONOMICS	MS	*Global Logistics
LIB ARTS	RGRLL	BA	*Trans & Interpretation Studies
UNIV	UNIVERSITY 100		
UNIV	CO-OP EDUCATION		

* Mandatory five-year reviews for pilot programs; must be done in Fall 2005

4. PROGRAMS SCHEDULES FOR EXTERNAL AND PARC REVIEWS 1005-2006

COLLEGE	DEPARTMENT	DEGREE(S)	Degree name(s)
HHS	FAMILY AND CONSUMER SCIENCE	MA MS MA	FCS Nutrition Gerontology
HHS	KINESIOLOGY	BA, BS, MA, MS	Kinesiology
HHS	RECREATION & LEISURE STUDIES	BA MS	Recreation Recreation Administration
LIB ARTS	ASIAN STUDIES	BA, MA BA, BS BA BA	Asian Studies Asian-American Studies Chinese Studies Japanese
LIB ARTS	BLACK STUDIES	BA	Black Studies
LIB ARTS	CHICANO & LATINO STUDIES	BA	Chicano & Latino Studies
LIB ARTS	ECONIMICS	BA BA, MA	Business Economics Economics
NSM	BIOLOGICAL SCI	BS BA, MS	Marine Biology Biology
NSM	SCIENCE EDUCATION	MS	Science Education
UNIV	INTERDISCIPLINARY STUDIES	BA, BS MA, MS	Interdisciplinary Studies Interdisciplinary Studies

5. PROGRAMS SCHEDULED FOR PARC REVIEWS 2005-2006 (Accredited—
External Reviews may be waived)

COLLEGE	DEPARTMENT	DEGREE(S)	Degree name(s)
ARTS	ART	BA, BFA, MA	Art
ARTS	DESIGN	BA, BFS, MA, BS	Design
ARTS	MUSIC	BA, BA, MA, MM	Music
ARTS	THEATRE ARTS	BA, MA, MFA	Theatre Arts
HHS	COMMUNICATION DISORDERS	BS	Audiology
HHS	HEALT CARE ADMINISTRATION	BA, MS	HCA
HHS	HEALT SCIENCE	BS, MS MPH	Health Science Public Health
HHS	NURSING	MS/HCA MS/MPH	Nursing/HCA Nursing/MPH