

Institutional and Program Assessment Council (IPAC) Meeting Minutes

October 4, 2023

2:00–4:00 p.m.

LIB-201

Please notify the Co-Chairs if you are unable to attend.

(Erlyana.Erlyana@csulb.edu and Adam.Kahn@csulb.edu)

- **Call to Order 2:00pm**
- **Approval of Agenda:** There was a motion on the floor to approve the agenda along with a second, agenda was approved.
- **Approval of Minutes:** Erlyana made two corrections to the minutes on 9/20. First correction to minutes attendance with removing not excused. Second correction was name corrected spelling of the assessment platform Nuventive. M – by Michael S, minutes approved.
- **Council Attendance: Co- Chairs** - Adam Kahn, Erlyana Erlyana **Members:** Sharlene Sayegh, Alexandria Cordon, Karin Griffin, Michael Fender, Jananki Santhiviveeran, Houg-Wei Tsai, Sonia Wilmarth, David Sheridan, Yu Ding, Colleen Dunagan, Hossein Sayadi, Nana Suzamura-Smith, , Andrea Achacon, Jody Cormack
Did not attend/excused: Nielan Barnes, Ga-Young (Kelly) Suh , Chris Swarat , Heather Barker, Jun Yan
Did not attend: Juan Apitiz,
- **Council Announcements**
 - Remaining Fall 2023 IPAC Meeting Dates: 10/18, 11/1, 11/15, 12/6
 - Spring 2024 IPAC Meeting Dates: 2/7, 2/21, 3/6, 3/20, 4/17, 5/1, 5/15
 - Canvas “course” overview- Adam reviewed the Canvas course for this committee. He said that the announcements section will likely be taken out and announcements for the committee will be via email.
 - He showed where the committee charge and minutes were located on the page and over time the minutes and agendas will be organized by year.
 - The IPAC Canvas page will start as document suppository and will evolve with the committee’s needs.
 - Adam also reviewed how to bring course into the dashboard.
 - Michael asked how to get to subcommittee course OPIE. Adam clarified that was for the members in ISAC because right now they are in a learning community.
- **New Council Business**
 - Report from Steering Committee about meeting modality
 - Adam introduced topic that the steering committee decided that due to subcommittee work and IPAC work meetings should be in person.
 - He noted that in the past PARC meeting last year it was announce that IPAC meeting would be in person moving forward. He further added that all notices of meetings for this committee was announced last year that it would be in person.
 - Concerns of health and safety was taken into consideration but due to committee structure & meetings it is best to meet in person.

- Erlyana added that timing was considered with needing at least 15min to transition to another meeting or classes. Meeting in our subcommittees after the larger committee would allow subcommittees to end as needed.
 - Adam & Erlyana concluded that serious consideration was given to modality of the meetings, and they appreciated everyone's commitment to this committee.
 - final comment in this discussion was to please accept invitation to canvas course.
- **Council Adjournment: M- Jananki S- Erlyana council adjournment -P at 2:18pm**
 - **Sub-Committee Meetings: subcommittees will meet in different places.**
 - *Program Assessment Subcommittee will meet in LIB 214 graduate center conference room*
 - Presentation of the Program Review & Assessment Cycle at CSULB
 - Discussion of potential challenges in assessing SLO
 - Classes with multiple sections
 - Small programs
 - Some current practices
 - Create signature assignments
 - Assign cluster and course coordinators
 - Brainstorm of PASC needs
 - Clarifying concepts of assessment – it is not a service, but it is part of teaching
 - Importance of understanding the objectives/ goals of assessment, and timeline (assessment cycle)
 - Action items for next meeting
 - Bring any concerns/ questions collected from our respective college
 - Any further discovery of existing practices or challenges
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 - *Institutional Assessment Subcommittee: LIB 201*
 - Faculty/Staff Learning Community for Assessment Meeting 4
 - Tiffanie Graves & Gary Coyne moderated the learning community meeting. They reviewed:
 - Sources of CSULB Data
 - Examples to interpret data in context with IASC
 - Data for review today: institutional data, program review dashboard, survey data, Chancellor office ,WSCUC Key indicators dashboard.
 - Moderators first went to the Institutional Research dashboard. They showed the data that can be reviewed on the dashboard such as demographics, admissions information, degrees, enrollment, faculty, grades and student success.
 - Karin commented on how nice and accessible the dashboard looks. Asked do you have information just on transfer students. Gary answered yes and showed how to ask for that data.

- Tiffanie explained the Program Review Dashboard she explained that is aggregated data at the program level. She further explained that this dashboard is not publicly available and requires sign in credentials.
- Data Featured in Program Review Dashboard:
 - DFW rates for courses in past 7 years.
 - Applicable questions to ask are; what is happening in these courses with high rates or low rates?
 - This data allows faculty and staff to review patterns around the classes within a department
 - Sharlene added this data has had profound impact in campus initiatives in DFW bottle neck course in College of Natural Science & Mathematics.
- Chancellor's Office Dashboard
 - Gary showed some of the unique data sets on this dashboard which was labor market outcomes with earnings after graduation per major.
- WSCUC key indicators dashboard – a lot of the same data categories as IR campus dashboards. But this allows for comparing with other campuses and on the national level also. data is based on benchmarks in WSCUC .
 - Peer groups are benchmarked quarterly.
 - Sharlene mentions peer groups were a point of controversy due to where groups landed. She cited that when we talk about rankings in news and campus marketing this dash board allows us to see where and how those claims come from .
 - We are in a national peer group.
- Sharlene mentions to continue more conversation about data sources and comparison at a future meeting.
- SURVEY DATA – survey data is not centralized it is an indirect assessment.
- Examples of survey data
 - NSSE
 - HERI
 - Campus Surveys – graduate surveys, alumni, data fellows surveys
 - CIRP
- Interpretating Data
 - Gary showed Chancellor's office dashboard to go through an example of interpreting of data.
 - bottle neck courses in GE classes with DFW graph
 - Sharlene noted that data literacy is important to know what we are analyzing and saying about data like the DFW graph.
 - The group noted that while one DFW rate might be higher than another information like class size and number of course offering is very important to keep in mind.
 - Andre asked if graph could filter to only look at students in that major and what the DFW rate was.

- Gary & Tiffanie referred back to the campus dashboard for DFW grades which can segregate to majors /non majors.
- Sharlene encouraged group to read the WSCUC 2020 Reaffirmation report with DFW project in courses.

Meeting adjourned at 3:43pm.