Institutional and Program Assessment Council (IPAC) Meeting Minutes
Fall 2026

21 October, 2026
2:00–4:00 p.m.
LIB-201
Co-Chairs
(Adam.Kahn@csulb.edu) & (David.Sheridan@csulb.edu)

October meetings convened by Adam Kahn

- **Call to Order 2pm**

- **Attendance:** Kevin Avila, **E**rin Biolchino, Alexandria Cordon, Jody Cormack, Colleen Dunagan, Michael Fender, Tiffanie Graves, Pei-Fang Hung, Adam Kahn, Neda Karami, Jessica McBride, Mia McNutt, Vas Narayanswami, Jennifer Nolasco, Jonathan Phan, David Sheridan, Lei Sun, Houng-Wei Tsai**,** Sarah Taylor, Kimberly Walters, Victor Wang

- **Not Attended:** Xin Qin, Laura Vlad, Sharlene Sayegh, Emily Schryer, Karin Griffin, Kristi Hagans, Sonia Wilmarth

- **Guest**: Dr. Kerry Johnson; Associate Vice President for Undergraduate Studies

- **Approval of Agenda:** Motion to approve agenda by Michael by second by Colleen no abstentions. Motion to approve agenda passes

- **Approval of the Minutes from last meeting** *(16 September):* Motion to approve minutes for September 16th by Micheal second David. No abstentions. Motion to approve minutes approved.

- **Council Announcements**
  Fall IPAC Meetings: (*4 meetings left, including today*); October 21st; November 4th and 18th; December 2nd

- **General Education Program Review** (Pei-Fang Hung); time certain: 2:05-2:30PM
  - Pei Fung provided a presentation for the MOU.
  - Presentation went over overview, commendations, opportunities , recommendations.
  - Discussion with Dr. Kerry Johnson

- Dr. Johnson discussed the impact of proposed GEGC changes on the curriculum. She noted that GEGC chairs devoted significant time and effort to reviewing and advancing the proposed changes. Much of this work was related to compliance with Executive Order 1100 and the establishment of assessment processes for written and oral communication outcomes.
- Discussion also included the GE course recertification process and the importance of creating a culture of ongoing assessment and recertification. Questions were raised regarding the recertification cycle, which was still established at the time. It was noted that the cycle would likely occur approximately every seven years. Dr. Johnson emphasized that a considerable amount of work had been required simply to establish the GEEC committee and its processes.
- Questions from the Council included whether there was a notification process for issues identified during the recertification process. It was shared that departments would be notified when concerns or issues related to recertification arose.
- Dr. Johnson shared that efforts were underway to further develop assessment data collection methods to support ongoing evaluation. Jody clarified that data is not required to be collected, and should be noted what the data will be used for.
- Input was provided regarding the possibility of moving the recertification process from GEGC to GEEC. It was noted that once the recertification cycle and procedures are fully established and standardized, the workload associated with recertification is expected to be manageable within GEEC.
- Motion to approve by General education program by Michael and second by Kim. Motion to approve MOU passed.

- **Introduction to Nuventive** (Sharlene Sayegh video). Council watched a video reviewing the Nuventive program.

- **Update on Department Responses for Institutional/Program Assessments** (David Sheridan)

  - Reviewed status of assessment completed this year which is very strong in reporting numbers. There was an increase in assessment reports from the previous year.
  - David and Adam also ask council members to please complete assessment survey in order to create the assessment committees

- **Rubric Discussion** (Adam Kahn & David Sheridan)
  - The council reviewed AAC&U rubrics to support the formation and development of this year's assessment rubrics.

- The timeline is for the development of these rubrics to be done by end of semester to start assessment in spring 2027 and complete assessment by end of the academic year.
- The council discussed the difference between grading vs. scoring in the quantitative reasoning assessment which will be discussed more thoroughly while norming the rubric.
- Additional questions were discussed about the knowledge a council member will need to have to be on the different of assessment committees

- **Concerns/Comments/Questions**

- **Council Adjournment .**

Next council meeting: (4 November)