

Academic Senate of California State University, Long Beach

Committee / Council Annual Report

**YEAR:** 2009-2010

**Name of Committee / Council:** Program and Assessment Review Council (PARC)

**Prepared by:** Keith W. Freeseemann, PARC Chair

**Date:** July 30, 2010

**Membership:** Grabhorn-Okada, Lisa (LEC); Birkemeier, Richard (COTA); Grey, Jennifer (COTA); Reddy, Sabine (CBA); Nguyen, Hieu (CBA); Farmer, Lesley (CED); Hagans-Murillo, Kristi (CED); Ebert, Todd (COE); Chang, Chin (COE); Freeseemann, Keith (CHHS); Moore, William (CHHS); Haas, Liesl (CLA); Maxfield, Lisa (CLA), Moreno, Jose (CLA); Warren, Christopher (CLA); Benken, Babette (CNSM); Pernet, Bruno (CNSM); Vacant (Student Services); Garcia, Llaura (ASI); Thomas, Stephen (ASI); DeLeon, Raymond (Vice President for Student Services Designee); Laws, Mishelle (Vice President for Administration and Finance Designee /Ex-Officio); Lindsay, Cecile (Provost and Senior Vice President for Academic Affairs Designee / Ex Officio); Sayegh, Sharlene (Program Review and Assessment Coordinator); Novack, Van (Assistant Vice President for Institutional Research and Assessment / Ex-Officio).

**Membership Resignation:** Grabhorn-Okada, Lisa (LEC); Moore, William (CHHS); Ashe, Pamela (Student Services)

**Membership Replacement:** Pounds, Michael for J. Grey (COTA, fall only); Powell, David for William Moore (CHHS, Fall and Spring); Ebert, Todd (COE) sabbatical.

**Membership Liaison:** Vacant (Department Chair); Vacant (Academic Senator)

**Officers:** Keith Freeseemann, Chair; Babette Benken, Vice-Chair; and Lesley Farmer, Secretary

**Steering Committee:** Keith Freeseemann, Chair; Babette Benken, Vice-Chair; Lesley Farmer, Secretary; Cecile Lindsay, Provost and Senior Vice President for Academic Affairs Designee; and Sharlene Sayegh, Program Review and Assessment Coordinator.

**Matters Reported to the Senate:** 1) Vacant seats or alternates on PARC with request to Senate Chair and Colleges for replacements. 2) Per Academic Senate Chair – request for PARC to review PS 05-11 Policy on Program Review for updating and specifically the section regarding the MOU's. 3) Recommendations to the Academic Senate on the revision of PS 05-11 Policy on Program Review.

**Other Actions taken by the Committee / Council:** 1) Completed Degree Program Reviews/Recommendations: BA Family and Consumer Science; BS Dietetics and Food Administration;

BA Recreation; MS Recreation; BA Classics; BA Comparative World Literature; BA History; MA History; BA Spanish; MA Spanish; MA in Education – Option in Social and Cultural Analysis of Education; MS Health Science; MPH Public Health; BA Music; BM Music; BA English; MA English; MFA Creative Writing; BA Journalism 2) Academic Support Reviews/Recommendations: University Center for Academic Advising. 3) Reviews moved to the 2010-2011 Program Review Cycle: BA Human Development; BA, BFA Dance; MA, MFA Dance; BS Business Administration; MBA Business Administration; BA Communicative Disorders; MA Communicative Disorders; MPA Public Administration; BA Social Work; MSW Social Work; BA Liberal Studies; College of Continuing and Professional Education. 4) Approved the revision and implementation of the PARC document entitled “Elements of the Self-Study for Program Review of Degree Granting Programs. 5) Approved the new document and implementation of the PARC document entitled “Elements of the Self-Study for Program Review of Academic Support Units.” 6) Approved PARC’s recommendations for revision of PS 05-11 Policy on Program Review / referral to Academic Senate for approval and implementation.

**Internal Proceedings / Discussion Occurred:** 1) College and Department assessment efforts. 2) Review of Institutional Research website. 3) Overview of PARC program review process. 4) Reviewed PARC Officer duties. 5) Established two PARC ad hoc Committees to review/revise the Elements of the Self Study for academic and non-academic programs. 5) Regularly reviewed the PARC Program Review Schedule/Team Assignments. 6) Discussion of revision of the document entitled “Elements of the Self-Study for Program Review of Degree Granting Programs. 7) Discussion of the development and implementation of the document entitled “Elements of the Self-Study for Program Review of Academic Support Units.” 8) Discussion of revision of PS 05-11 Policy on Program Review. 9) Reviewed 2010-2011 Program Review Themes. 10) Noted: Program Review MOU’s posting on the campus assessment web site.

**Presentation / Reports Received:** 1) Promotion of annual campus “Assessment Showcase”.

**Miscellaneous:** None

**Issues / Recommendations to the Academic Senate:** 1) Recommended revisions of PS 05-11 Policy on Program Review / referral to Academic Senate for approval and implementation.