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**MINUTES**  
**Curriculum and Educational Policy Council (CEPC)**  
**California State University, Long Beach**

**Meeting 1 – AY2021-2022**  
**Wednesday, August 25<sup>th</sup>, 2021**  
**Meeting held online (Zoom)**

*Members Present:* Danny Paskin (Chair), Craig Macaulay (Vice Chair), Jeff Bentley (Secretary), Jody Cormack, Laura Forrest, Panadda Marayong, Josh Chesler, Henry O'Lawrence, Tom Tredway, Perla Ayala, Jeet Joshee, Donna Green, Rene Treviño, Sandra Arevalo, Brianna Koster, Shamim Mirza, Diane Hayashino, Jermie Arnold, Kelli Sanderson, Leilani Madrigal, Tracy Gilmore

*Guests Present:* Clorinda Donato, Manuel Romero, Guilia Togato, Aparna Nayak, Sharlene Sayegh

1. Meeting called to order at 2:05pm
2. M/S/P – Approval of agenda
3. Election of Jeff Bentley as CEPC Secretary for AY2021-2022
4. M/S/P – Approval of minutes as amended from May 14<sup>th</sup>, 2021 organizational meeting for 2021-2022
5. M/S/P – Approval of minutes from May 14<sup>th</sup>, 2021 meeting
6. Acknowledged new members to CEPC, Brianna Koster and Shamim Mirza
7. Announcements from Chair Paskin:
  - a. CEPC meetings will continue to be held virtually via Zoom for the Fall 2021 semester.
  - b. A list of open liaison positions for CEPC members will be circulated, elections will be held next meeting.
8. New proposed Graduate Certificate in Translation Studies – First Reading (Time Certain: 2:20pm)



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- a. This is a 12-unit certificate program meant to be completed over two semesters.
  - b. Cormack supports this certificate but will work with Donato to better align the form of its offering with University policy (i.e., can only be offered to students already enrolled in a degree program).
9. New proposed Policy on Institutional Assessment and Program Review from broader “Assessment Package” – First Reading
- a. Cormack and Sayegh: This arose as a way to fulfill a growing need for assessment and to manage/re-structure the heavy workload placed on the PARC (Program Assessment & Review Council), particularly the UPRC sub-committee members. This policy has not been updated in decades and lags behind contemporary needs in CSULB’s institutional environment.
  - b. Cormack highlights the shift in focus to annual assessment. PARC will be re-structured into the Institutional and Program Assessment Council (IPAC). Workload between junior and senior members will be re-distributed appropriately, more ex-officio administrators will be brought in at various points in the process with knowledge of institutional strategy and programs, and there will be greater reliance on revised assessment tools (e.g., robust rubrics).
  - c. Bentley: Will IPAC increase in membership?  
Cormack and Sayegh: No new faculty will be added to IPAC.
  - d. Macaulay: Are demographic and equity issues brought up by ASI in the document comments new additions to the policy?  
Cormack: Yes, they are new, since they are typically not included in policy. We would like ASI’s voice to be heard and considered, which is why their comments were included.

10. Meeting adjourned at 2:57pm.

*Meeting minutes draft submitted by Jeff Bentley (Secretary, AY2021-2022).*