

California State University Long Beach Program & Assessment Review Council Meeting Minutes

November 6, 2019
2:00 – 3:30 p.m. / AS-125

Members present: Yu Ding, Hyeesoo Chung, Andrew Fogleman, Reece Renninger, Adam Kahn, Mark Washburn, Sharlene Sayegh, Nielan Barnes, Jody Cormack, Kerry Klima, Gabriel Gardner, Kirstyn Chun, LaRese Hubbard, Naveep Dhillon, Henry O'Lawrence, HOUNG-WEI Tsai, Erlyana Erlyana, Mariah Proctor, Elaine Frey

Members excused: Juan Apitz, Roger Lo, Audrey Bui

Guests: Richard R. Marcus (I/ST), Daniel O'Connor (CLA), Lei Sun (SLP), Lizzet Rojas (Academic Affairs).

- Call to Order (2:01)
- Approval of Agenda (m/s/p 2:01)
- Approval of the Minutes: Oct 16, 2019 (posted on Beachboard) (m/s/p 2:01)
- Announcements
 - Reminder: PARC Members are enrolled in the PARC BeachBoard organization and business is conducted electronically via BeachBoard. Council members access the PARC BeachBoard via their student tab. Please bring your electronic device or printed material to the meeting.
 - N. Barnes has slightly reorganized content on BeachBoard. Members are advised to familiarize themselves with the new Table of Contents organization. (2:03)
 - Next PARC meeting is November 20, 2019 in AS-125 at 2pm.
- New Business:
 - Introductions (2:05)
 - Program Review Presentations:
 - 2:10 pm International Studies Program (Kirstyn Chun) (2:07)
 - Recommendations to the program:
 - Work on curricular concerns including language specialization and professionalization requirements that may be slowing majors down on their progress to degree.
 - Continue to refine its assessment process and report assessment results annually to the Director of Program Review & Assessment and Vice Provost for Academic Programs.
 - Develop a strategic plan for Program development that addresses personnel needs (full time staff and TT Faculty hiring) as well as articulating clear lines of leadership, specifically, distinguishing between the roles of Chair/Program Director, MA Program Director, and GSI Director.
 - Seek departmentalization as soon as it achieves the required tenure density.
 - Place a fully articulated mission on the website.
 - Further develop existing (and new) opportunities for faculty-student research/creative activity collaboration.
 - Recommendations to CLA
 - Support the program by providing additional staff support, as resources permit.

- Support the program in hiring new tenure track faculty, as resources permit.
 - Increase the Program director or chair fraction (regardless of whether the I/ST program stays a program or becomes department) to a minimum .4 Chair fraction.
 - Support the program/department in working with IR&A to better align major and minor counting, among other data-related issues.
- Comments from Dr. Markus:
 - Due to the duration of the process, some items discussed in the external review have already been addressed by the department.
 - Recent changes have moved the requirements to 39-42 units, including languages. This change has increased I/ST courses relative to other required courses.
 - A Constitution for I/ST is in a 2nd draft phase
 - Student/faculty collaborative research has increased
 - Staff support remains a concern
- Comments from AD Daniel O'Connor:
 - Believes the program is well situated for growth.
- Discussion by UPRC members opened (2:26)
- Self-study for the program review of the International Studies Program accepted and UPRC program review report for the International Studies Program approved (m/s/p 2:30)
- 2:40 Speech Language Pathology (Houng-Wei Tsai 2:33)
 - Recommendations to the Department:
 - Continue to assess the SLOs of existing and new courses and use the assessment results to make curricular revisions and program improvements.
 - Continue to take a concerted effort to maintain ASHA's standards of excellence in academic and clinical training in SLP.
 - Review and update the current strategic plan during the next assessment cycle.
 - Recommendations to CHHS:
 - Support the Department in assessment efforts and the curricular changes during the next assessment cycle.
 - Support faculty efforts for research, scholarly, and creative Activities (RSCA) and their ability to engage students in RSCA as budget permits.
 - Work with the Department to seek funds, resources and revenue from non-fee sources for sustaining the Department clinic.
 - Comments from Dr. Sun:
 - The department is working on their strategic plan.
 - This semester, they have started offering 3 new courses.
 - They are using data from Dr. Cormack to align learning outcomes.
 - Their clinic is donation-funded, which is challenging.
 - Discussion by UPRC members opened (2:45)
 - Self-study for the program review of the Department of Speech Language Pathology accepted and UPRC program review report for the Department of Speech Language Pathology approved (m/s/p 2:48)
- Unfinished Business:
 - UPRC Team updates

- Chair will be working to finalize the schedule of presentations and deadlines for report submission.
 - S. Sayegh noted that Anthropology external review may happen in April.
 - To request data consultation with Lizzet Rojas, email lizzet.rojas@csulb.edu or call (562) 985-7538.
- Adjournment (3:03)