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

October 7, 2020
2:00 – 3:30 p.m.

Zoom Meeting ID: 997 8968 2105 **Passcode:** 963443

Members present: Nielan Barnes, Juan Apitz, Lizzet Rojas, Adam Kahn, Brianna Koster, Caleb Aparicio, David Weinberg, Dede Long, Houng-Wei Tsai, Jody Cormack, Josh Palkki, Jun Yan, Kerry Klima, Lorin Johnson, Noah Asher Golden, Sara Moghtadernejad, Sharlene Sayegh, Susan Bloom, Yu Ding, Janaki Santhiveeran, Navdeep Dhillon.
Members excused: Sharon Teng, LaRese Hubbard, Sally Chung, Mishelle Laws
Members absent: Ali Rezaei

- Call to Order (2:01)
- Approval of Agenda (2:02)
- Approval of the Minutes: Sept 16, 2020 (attached and posted on Beachboard) (2:03)
- Introductions (2:06)
    - Announcements (2:11) – various Zoom connection issues
        - 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.
        - Next PARC meeting is October 21, 2020, 2-3:30 pm.
        - 2020-2021 PARC Meeting Dates-
        FALL 2020: Sept 2, 16; Oct 7, 21; Nov 4, 18; Dec 2, 16 (hold date)
        SPRING 2021: Feb 3, 17; March 3, 17; April 7, 21; May 5, May 19(hold date)
- **New Business:**
    - Overview and discussion of IR&A data tables (Lizzet & Juan) (3:04)
        - PARC Dashboards available at: link
        - Use the dropdown menus to navigate between tables. Preset table names correspond to the required tables in the UPRC report checklist template.
            - Some tables have sub-dropdown menus; take care to select the correct values.
        - Graphs available are only depictions of the available data from the table.
        - Things for reviewers to pay attention to: trends and totals
        - For comparisons-with-college analysis, UPRC reviewers will need to consult IR&A Campus Enrollment Dashboard https://www.csulb.edu/institutional-research-analytics/campus-enrollment
        - Note: graduation rates displayed for departments only report information on students who graduated with majors from that department. I.e. Low figures in graduation rate tables do not mean that students who entered that department did not graduate at all, just that they might have graduated with a major from another department.
        - UPRC members should know that deep data dives can be done upon request; it is not the responsibility of a member to pull data that is not available on a public dashboard or on the PARC dashboards.
        - Information about graduation targets set by the CSU is available on various "Graduation Initiative 2025" pages https://www2.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025/Pages/default.aspx
- **Old Business:**

- o   Updates re: University Program Review Committee (UPRC) assignments for Fall 2020 (Lorin)(3:06)
    - ▪ Final materials for Theatre Arts have been received
- **Upcoming Business:**
    - o   Pending Program Review UPRC report presentations:
        - ▪ Chemical Engineering (10/21)
        - ▪ Electrical Engineering (10/21)
        - ▪ SDHE (date 10/21)
        - ▪ Communication Studies (date TBA)
        - ▪ CPIE (date TBA)
    - o   WSCUC visit October 21-23, 2020 (3:14)
    - o   Upcoming PARC meetings/member capacitation: (3:15)
        - ▪ How to read/understand Accredited Review self-study reports (date TBA)
        - ▪ New Dept. Self Study Template & Institutional Assessment Task Force (date TBA)
- Adjournment (3:16)