

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

May 6, 2020

2:00 – 3:00 p.m. / ZOOM <https://csulb.zoom.us/j/91453334120>

Current Members present: N. Barnes, Y. Ding, K. Klima, M. Washburn, A. Kahn, H. Tsai, E. Frey, J. Apitz, S. Chung, H. O’Lawrence, E. Erlyana, M. Laws, N. Dhillon, R. Lo, A. Fogleman, K. Chun, S. Sayegh, R. Renninger. G. Gardner

New Members present: B. Koster, J. Palkki, S. Teng, S. Moghtadernejad, N. Golden, J. Santhivereen, D. Long, , S. Bloom,

Members excused: Ali Rezaei, Jun Yan, J. Cormack, L. Hubbard

Members absent: None

Guests: L. Rojas

- Call to Order (2:04)
- Introductions and welcome to new members (2:05)
- Approval of Agenda (2:15 m/s/p)
- Approval of the Minutes: April 15, 2020 (posted on Beachboard) (2:16 m/s/p)
- Announcements (2:16)
 - 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 September 2nd at 2pm.
- New Business:
 - Discussion and Approval of UPRC reports (reports and department responses available on Beachboard):
 - School of Social Work (Kerry Klima, Mishelle Laws) (2:18)
 - Comment from M. Laws: School addressed some issues highlighted in the report in their response, they have made progress and are on their way to improvement.
 - Comment from K. Klima: School has impressively documented how they are addressing concerns about time to degree and hiring new tenure track faculty. The School is an important CSULB program.
 - Comment from S. Sayegh: This report had a large body of documentation because it is an accredited program. For new members, they should know that such external accreditation produces a lot of documentation that is not necessarily relevant for CSULB Program Review.
 - Open for comments (2:24)
 - J. Santhivereen from School of Social Work noted a necessary correction of the name of the school/department.
 - Recommendations to the School of Social Work approved (2:26 m/s/p)
 - Recommendations to the College of Health and Human Services (2:26 m/s/p)
 - Recommendations to the PARC approved (2:27 m/s/p)
 - College of Business (Henry O’Lawrence) (2:29)
 - Comment from N. Barnes: the College made minor factual corrections to the report as well as providing a response which addresses several concerns, in particular the time to graduation.

- Comment from H. O'Lawrence: extended thanks to Jasmine from COB and Chair Barnes for their assistance. COB has addressed his concern about the mission statement. Exit survey data from COB students is very good.
 - Open for comments (2:34)
 - None
 - Recommendations to the College of Business approved (2:35 m/s/p)
 - Recommendations to the College of Business and CSULB Administration approved (2:35 m/s/p)
 - Recommendations to the PARC approved (2:36 m/s/p)
 - PARC Officer Elections – prefaced by explanatory remarks by Chair Barnes on the roles of each elected position as well as their steering committee responsibilities.
 - Call for nominations (2:45 – 2:51)
 - Chair
 - Nominees: Nielan Barnes (self-nomination)
 - Comment from nominee: she will be on sabbatical in Spring 2021, Vice Chair elect will assume Chair responsibilities.
 - Vice Chair
 - Nominees: Adam Kahn (self-nomination)
 - Secretary
 - Nominees: Gabriel Gardner (self-nomination)
 - Election of PARC Officers for Academic Year 2020 – 2021: Chair: N. Barnes, Vice Chair: A. Kahn, Secretary: G. Gardner (2:53 m/s/p)
 - A replacement Vice Chair will need to be elected for Spring 2021; election scheduled for the last PARC meeting in December 2020.
 - CSULB Institutional Accreditation will be happening in Fall 2020. Site visit scheduled for: October 21, 22, 23. It is expected that external accreditors will want to meet with PARC. Returning members are asked to hold the dates: 10/21/20 and 10/22/20.
- Unfinished Business: (2:54)
 - Question from E. Erlyana: she has an outstanding report for Chemical Engineering but is exiting the committee. S. Sayegh urged her to get a full draft done and someone from the steering committee can present next academic year. (2:40)
 - In-progress reports: 5 due in May, 2 in June.
 - Due to COVID-19, some external reviews were delayed.
 - PARC Annual Report will be uploaded for public view on the Program Review and Assessment section of the CSULB website: <https://www.csulb.edu/academic-affairs/program-review-and-assessment>
- Adjournment (3:02)