

California State University Long Beach
Program & Assessment Review Council
Meeting Minutes
September 02, 2020
2:00 – 3:30 p.m.
Zoom Meeting ID: 997 8968 2105 **Passcode:** 963443

Members Present: Nielan Barnes, Lorin Johnson, Adam Kahn, Sara Moghtadernejad, Yu Ding, Ali Rezaei, Jun Yan, Janaki Santhiveeran , Brianna Koster, Dede Long, Noah Golden, Brianna Koster, Houn-Wei Tsai, Jody Cormack, Josh Palkki Kerry Klima, Sharon Teng, Sharlene Sayegh, Navdeep Dhillon, Susan Bloom, Gabriel Gardner

Members Excused: Juan Apitz, Mishelle Laws

Members Absent: Sally Chung

Guests: Lizzet Rojas

- Call to Order (2:02)
- Approval of Agenda (m/s/p 2:03)
- Introductions
- Approval of the Minutes: May 6, 2020 (attached and posted on Beachboard) (m/s/p 2:13)
- Announcements (2:14)
 - 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 16, 2020, 2-3:30 pm. NOTE: The Zoom invitation sent out goes from 2 – 4:30PM. Meetings formally end at 3:30, the remainder of the time is reserved for the PARC Steering Committee meeting.
 - 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 , May 19 (hold date)
- **New Business:**
 - Program Review Presentations: None
 - Overview of PARC Charge, Program Review Process, and UPRC role(s): Lorin Johnson (2:30)
 - Questions from the council (2:40)
 - University Program Review Committee (UPRC) assignments for Fall 2020: Lorin/Nielan/Sharlene (2:50)
- **Upcoming Business:**
 - Pending Program Review UPRC report presentations: Mechanical Aerospace Engineering (Sept 16), Chemical Engineering (date TBA), Electrical Engineering (date TBA), SDHE (date TBA)
 - Upcoming PARC meetings/member capacitation: (2:56)
 - Sept 16 UPRC report template and best practices for writing UPRC reports
 - Oct 7 overview of IR&A data tables (IR&A/Lizzet)
 - How to read/understand Accredited Review self-study reports (date TBA)
 - New Dept Self Study Template & Institutional Assessment Task Force (date TBA)
 - WSCUC visit October 21-23, 2020 (2:58)
- **Adjournment** (3:01)
 - Question from members about general timeline of reporting turnaround.