

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

May 1, 2019
2:00 – 3:30 p.m. / AS-125

Members present: Hyeesoo (Sally) Chung, Mark Washburn, Jessica Pandya, Erlyana Erlyana, Nielan Barnes, Elaine Frey, Houg-Wei Tsai, Mariah Proctor, Kirstyn Chun, Jody Cormack, Roger Lo, Brenda Vogel, LaRese Hubbard, Kerry Klima, Mishelle Laws, Sharlene Sayegh, Juan Apitz (for M. Albawaneh)
Members excused: Adam Kahn, Gabriel Gardner, Yu Ding
Members absent: Paulina Jones
Guests: Deborah Thien (University Honors)

- Call to Order (2:05)
- Approval of Agenda (2:06)
- Approval of the Minutes: April 17, 2019 (posted on Beachboard) (2:07)
- Announcements (2:08)
 - 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, 4 2019 in AS-125 at 2pm.
- New Business:
 - None
- Program Review Presentations:
 - Introductions
 - 2:10 Honors Program review presentation (Nielan Barnes) (2:12)
 - Comments from Dr. Thien:
 - Explained why the assessment plan implementation was delayed
 - Requested that the third recommendation to the program be changed from 25% to 20-25%
 - Explained the program has a transfer student honors track and so technically articulation agreements with community college partners wasn't a current necessity; additionally, the UHP is in dialogue with several Community Colleges (Long Beach and Saddleback) regarding recruitment and has in place other ways to welcome transfer students into the honor's program (2:31)
 - Recommendations to the program approved (2:33)
 - Recommendations to the College approved (2:34)
 - Recommendations to the PARC approved (2:34)
- PARC Officer Elections:
 - Prior to the meeting, via email, Nielan Barnes was nominated for chair, Gabriel Gardner was nominated for secretary, and Mark Washburn was nominated for vice chair.
 - Additional nominations were solicited from the floor; none were provided.
 - The PARC voted (all in favor, no abstentions/nays) to approve them as a slate as the PARC officers for AY 2019-20.
- Program Review Team Updates:

- Sharlene solicited volunteers for next year's UPRC committees. The updated Program Review Schedule for AY 2019-20 is on Beachboard as the first item under 'Program Reviews'.
- UPRC report signatures – the PARC will be moving to Docu-sign by Fall 2019.
- The May 15, 2019 meeting is cancelled
- Adjournment (2:49)