

**PARC Council Annual Report**  
**Prepared for the Academic Senate of California State University, Long Beach**

**Academic Year:** 2019-2020

**Name of Council:** Program and Assessment Review Council (PARC)

**Prepared by:** Nielan Barnes, PARC Chair

**Date:** May 2020

**Membership:**

Vacant: CED (2 members); COTA (1 member).

Participating Membership: Renninger, Reese (ASI); Bui, Aubrey (ASI); Chung, Hyeesoo (Sally) (CBA); Washburn, Mark (CBA); O’Lawrence, Henry (CHHS); Erlyana, Erlyana (CHHS); Barnes, Nielan (CLA); Frey, Elaine (CLA); Kahn, Adam (CLA); Ding, Yu (CNSM); Tsai, Houn-Wei (CNSM); Lo, Roger (COE); Dhillon, Navdeep (COE); Bloom, Susan (COTA); Gardner, Gabriel (UL); Fogelman, Andrew (Lecturer, CLA).

Absent Membership (non-attending): Hubbard, LaRese, CLA (spring 2020 due to Cat Leave)

Ex-Officio: Cormack, Jody (VP Academic Affairs designee); Laws, Mishelle (VP DAF designee); Sayegh, Sharlene (Director, Program Review & Assessment); Chun, Kirstyn (CAPS/SS); Klima, Kerry (SS); Apitz, Juan (for Albawaneh, Mahmoud, IR & A).

**Membership Resignation:** Bui, Aubrey (ASI); O’Lawrence, Henry (CHHS)

**Membership Replacement:** N/A

**Membership Liaison:** None.

**Officers:** Nielan Barnes, Chair; Mark Washburn, Vice-Chair; and Gabriel Gardner, Secretary

**Steering Committee:** Nielan Barnes, Chair; Mark Washburn, Vice-Chair; and Gabriel Gardner, Secretary; Jody Cormack, Provost and Senior Vice President for Academic Affairs Designee; and Sharlene Sayegh, Director, Program Review and Assessment.

**Matters Reported to the Senate:** 1) Request to Academic Senate Chair and Colleges for replacements/representatives for vacant seats on the PARC Council. 2) Request to Academic Senate Chair to monitor attendance and submit letters documenting service to PARC accordingly.

**Actions taken by the Council:** In 2019-20, the PARC completed 8 program reviews (see table below).

Year	Program Reviews
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2019-20	8
2018-19	14
2017-18	11
2016-17	14
2015-16	1
2014-15	3
2013-14	10
2012-13	11
2011-12	6
2010-11	9
2009-10	17

### **1) Completed Degree Program Reviews/Recommendations**

**COTA:** N/A

**COE:**

Department of Civil Engineering and Construction Engineering Management

Civil Engineering, BS

Department of Mechanical and Aerospace Engineering

B.S. in Aerospace Engineering

B.S. in Mechanical Engineering

B.S. in Mechanical Engineering – AVEP

**CHHS:**

Social Work

Bachelor of Social Work

Master of Social Work

Speech Language Pathology, MA

**CLA:**

Linguistics Department

BA Linguistics

MA Linguistics

International Studies Program

**CNSM:**

Department of Geological Sciences

B.S. Geology

B.S. Earth Science  
M.S. Geology

**COB:** College of Business (entire college)

**2) Completed Academic Support Program Reviews/Recommendations:**

N/A

**3) Program Reviews in Department Consultation Phase:**

**Degree-Granting Programs\*:**

Africana Studies, BA

Bachelor of Arts in Liberal Arts (BALA)

Gerontology, MS

Political Science, BA/MA

\*Programs were offered extension to complete self-studies in light of campus changes with COVID-19. Political Science plans to submit in June, Gerontology requested the extension to December. Awaiting response from Africana Studies.

**Academic Support Programs:** Advising Centers for the following: CHHS, COE, CED, CLA, PASS Office

**4) Program Reviews moved to the 2020-2021 Program Review Cycle:**

**CLA:** Anthropology, BA/MA; AAAS (all degree programs)

**CNSM:** Chemistry / Biochemistry (originally scheduled for April 23 – 24, 2020 but cancelled due to travel restrictions and campus closures)

**5) Completed External Reviews with receipt of External Review Report (Accreditation):**

**COE:** Mechanical and Aerospace Engineering, BS; Chemical Engineering, BS; Computer Engineering and Computer Science, BS; Electrical Engineering, BS

**COTA:** School of Art (NASAD); Design Department (NASAD)

**CHHS:** Recreation and Leisure Studies (COAPRT)

**6) Completed External Reviews with receipt of External Review Report (Traditional):**

**CED:** SDHE

**CHHS:** CCJEM

**CLA:** Communication Studies

**7) Completed External Reviews with pending receipt of External Review Report (Traditional):**

CPIE  
Human Development

**8) Self-studies received:**

**For 2019 – 20**

CPIE;  
CNSM – Chemistry / Biochemistry; Geological Sciences;  
CHHS—CCJEM;  
School of Social Work;  
CLA – AAAS; Anthropology; Communication Studies; Human Development;  
Linguistics;  
AA – College of Business Advising Center

**For 2020 – 21**

**No traditional reports due until June 1**

**9) Self-study extensions granted: Gerontology, MS (until December 1, 2020, see above)**

**Internal Proceedings / Discussion Occurred:**

- 1) Conducted AY 2019-2020 organizational meeting: reviewed PARC charge, member duties (officers were elected in Spring 2019).
- 2) Reviewed the “Program Review Process in a Nutshell.”
- 3) Reviewed ‘Best Practices for writing UPRC reports’ using the new UPRC template.
- 4) Reviewed UPRC new report presentation format to make current format more efficient.
- 5) Reviewed Academic Senate Rules and Regulations regarding council absences.
- 6) Reviewed Role of UPRC, Reviewers & Department during External Reviews.
- 7) Review of Institutional Research and Analytics website and PARC Dashboard in Tableau
- 8) Regularly reviewed the PARC Program Review Schedule/Team Assignments.
- 9) Maintained a UPRC report-writing and presentation schedule with pre-determined deadlines.
- 10) Began discussion regarding ‘re-purposing’ PARC Charge as part of larger Institutional Assessment process
- 11) Address PARC membership turnover and need to recruit ‘assessment’ champions for PARC ‘re-purposing’ (this semester 11 PARC members are cycling off the Council (CBA 1; CHHS 1; CLA 3; CNSM 1; COE 1; CED 2; COTA 1; UL 1)

**Presentation / Reports Received:** None to report.

**Miscellaneous:** Chair/Steering Committee: 1) Presented or responded to questions regarding the Program Review Process from Departments and Program upon request. 2) Assisted Departments and Programs with Self-study document preparation. 3) Assisted Departments and Programs with data for self-study required tables. 4) Facilitated completion of Department and Program self-studies.

**Issues / Recommendations to the Academic Senate:** 1) Requests to fill Council membership vacancies and monitor attendance.