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, Hyesoo (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-Gei (CNSM); Lo, Roger (COE); Dhilann, 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).

<table>
<thead>
<tr>
<th>Year</th>
<th>Program Reviews</th>
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<td>Year</td>
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<td>2009-10</td>
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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)


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.”
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.