**California State University, Long Beach**

**Program and Assessment Review Council**

**Minutes**

May 7, 2014

**2:00 – 3:30 p.m. / BH - 302**

**Please notify the Chair or Vice Chair or Secretary if you are unable to attend.**

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*Present*: G. Armento, T. Arora, N. Barnes, K. Chun, S. Downey, K. Freesemann, N. Hansavadha , I. Khoo, M. Laws, B. LeMaster, C. Lindsey, E. Luhr, C. Nagai, T. Nguyen, B. Pernet, S. Platt, S. Sayegh, T. Sum, W. Woelfel, J. Yan.

Excused Absent: Stacie Bauerle

*Guests*: L. Kingsford, Dean CNSM; D. Francis, Chair Geology; M. Grosvenor, IR&A; J. Joot, AVP/Dean CIE; T. Graham, Assoc. Dean International Programs; J. Torabzadeh, MAE ; F. Golshanr, COE; E. BEsnard, MAE; P. Shankar, MAE; S. Dhushy, COE.

* Call to Order at: 2:04PM
* Introductions
* Approval of Agenda
* Approval of Minutes for April 16, 2014 PARC Meeting (Posted: BB / Minutes AY 2013-14).
* Announcements
* PARC Steering Committee: Keith Freesemann, PARC Chair; Bruno Pernet, PARC Vice Chair; Nielan Barnes, PARC Secretary; Sharlene Sayegh, Director, Program Review and Assessment; and Cecile Lindsay, Vice-Provost, Academic Affairs.
* All PARC Members are enrolled in the PARC BeachBoard organization. Council members access the PARC BeachBoard via their student tab.
* Reminder: PARC business is conducted electronically via BeachBoard. Please bring your electronic device or print material to the meeting.
* A REMINDER – PARC will meet on May 14, 2014 at 2 p.m. in BH-250 (Conference Room in the Career Development Center) to conclude program review report presentations. Please plan to attend.

New Business:

1. None

Unfinished Business:

1. None
* Program Review Presentations:
1. Geological Sciences Program Review / Time Certain: 2:10 p.m.

UPRC Members, I. Khoo and C. Nagai presented the details of the UPRC report and outlined the recommendations to the Department, College and PARC in the report. Dr. Francis reported that since the Dept self study enrollment rates are down and graduation rates are up due to changes made in admission process (made requirements more rigorous) and streamlining the curriculum in both undergrad and grad programs. The Department has already hired one new faculty member and anticipates adding another faculty member next Fall. Dean Kingsford expressed satisfaction with the progress made in the Department and with the PARC recommendations. It was suggested by several members of the PARC that additional language be added to the report to clarify recommendations #3 and #4.

The Department Self Study and the UPRC report and its recommendations were approved as amended.

1. Center for International Education Program Review / Time Certain: 2:35 p.m.

UPRC members E. Luhr and T. Arora presented the details of the UPRC report and outlined the recommendations to the Department, College and PARC in the report. Dean Joshee responded to the report; noting that a recent ASI fee increase means additional 50K for student scholarships to study abroad which will be matched by the college = 100K for student scholarships. Staff has increased since the CEI self study but anticipate a small drop of number of international students on campus. It was suggested by PARC committee to slightly adjust the language in recommendations #1 and #3.

The Department Self Study and the UPRC report and its recommendations were approved as amended.

1. Aerospace Engineering Program Review / Time Certain: 3:00 p.m.

UPRC members S. Downey and B. Le Master presented the details of the UPRC report and outlined the recommendations to the Department, College and PARC in the report. The MAE representatives thanked the committee for the report and recommendations, noting that the program has grown 60% in the past 5 years. Graduation rates are affected by student internships/jobs that lengthen time to graduation but have come down from 6.1 to 5.5 years. The program has changed admission requirements for all students and anticipate that will reduce the time to graduation and increase retention rates. Diversity remains to be an issue. The Chair of the program stated the program has grown 22% in last 2 years and have added 4 new faculty (20% increase) but need more faculty to keep up with the student demand. It was suggested by PARC committee to slightly adjust the language in recommendations #1 and #4.

The Department Self Study, External review report and the UPRC report and its recommendations were approved as amended.

* PARC Question and Answers

VIII. Adjournment at 3:41.