**California State University, Long Beach**

**Program and Assessment Review Council**

**Minutes**

September 07, 2016

**2:00 – 3:30 p.m. / BH - 302**

* Call to Order at 2:05pm
* Present: N. Barnes; J. Brocato; L. Gatlin; L. Ceia; H. Chung; T. Gredig; L. Johnson; C. Lindsey; S. Platt, Convening Chair; S. Sayegh; C. Yamagiwa (student rep); B. Vogel; R. Weitzman (IRA).
* Approval of Agenda
* Approval of the Minutes: May 11, 2016
* Announcements
* 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 print material to the meeting.
* Next PARC meeting is September 21, 2016 in BH-302 at 2pm. Please plan to arrive on time as there will be two Program Review Reports: Science Education and Biological Sciences.
* New Business:
1. 2016-2017 Organizational Meeting
	1. Charge
	2. Duties of Officers
2. Election of Officers
	1. Chair - Nielan Barnes
	2. Vice Chair – Jo Brocato
	3. Secretary- Susan Platt
3. Approval of 2016-2017 PARC Meeting Dates
	1. Fall 2016: September 7, September 21, October 5, October 19, November 2, November 16, December 7.
	2. Spring 2017: February 1, February 15, March 1, March 15, April 5, April 19, May 3, and May 17 (hold date).
4. Program Review Presentations: None
5. The Program Review Process at CSULB / Sharlene Sayegh, Director of Program Review and Assessment.

Sharlene gave an overview of the review process and asked for updates from current UPRCs.

VI. Unfinished Business:

1. For upcoming Sept, 22-23 external review for CLA Dept of Philosophy– L. Gatlin and B.Vogel named as UPRC.
2. BS for Health Care Administration is open for UPRC immediate expedited review; Rigo Rodriguez and Laura Ciea.
3. College of Business Administration is open UPRC immediate expedited review; Thomas Gredig and Lorin Johnson.
4. The updated program review schedule will be posted on Beachboard.

VIII. Adjournment at 3:00 p.m.

These minutes have been approved.