**California State University, Long Beach**

**Program and Assessment Review Council**

**Minutes**

September 16, 2015

**2:00 – 3:30 p.m. / BH - 302**

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

**(****keith.freesemann@csulb.edu****)**

*Present*: N. Barnes, J. Brocato, K. Chun, T. Gredig, J. Flemming, K. Freesemann, L. Gatlin, L. Johnson, M. Laws, B. LeMaster, C. Lindsay, S. Platt, S. Sayegh, D. Stout, H.W. Tsai, R. Weitzman.

Absent (excused): Rigo Rodriguez

* Call to Order at 2:07
* Introductions
* Approval of Agenda
* Approval of Minutes for September 2, 2015 PARC Meeting.
* Announcements
* Reminder: PARC business is conducted electronically via BeachBoard. Please bring your electronic device or print material to the meeting. All PARC Members are enrolled in the PARC BeachBoard organization. Council members access the PARC BeachBoard via their student tab.
* Fall 2015 Meeting Dates: September 2, September 16, October 7, October 21, November 4, November 18, December 2, and December 9 (hold date).
* Spring 2016 Meeting Dates: January 20 (No Meeting), February 3, February 17, March 2, March 16, April 6 - No Meeting, April 20, May 4, and May 11 (hold date).
* Next PARC meeting is October 7, 2015 in BH-302.
* New Business:
1. PARC Data web-site (Ryan Weitzman, Institutional Research & Assessment)

R. Weitzman presented information from IR & A re: the location of data for UPRC reports and tables (from Self Study Template Appendix A) on the IR & A website. IR & A is in the process of updating the data reporting tables to calculate FTES more easily as well as reorganizing the website to facilitate direct access (‘one click’) to PARC related tables and data. R. Weitzman pointed out there will be a one year lag in data reporting (in 2015 the data ends at 2013). Re: the question of second majors, IR & A will investigate. Re: Table 11, it is necessary to go through CSU-Link. The data for Table 12 (re: Faculty) is not yet available via IR & A.

1. Review Elements of the Self-Study for Academic Support Programs (see template on Beachboard) which differs from Department Self Study format.
2. Update – 2015-2016 Program Review Schedule (posted on Beachboard)
3. Program Review Presentations: None

VI. Unfinished Business:

1. Update: 2015-2016 Program Review Schedule – members are requested to email Keith with their program review preferences for 2015-2016.

VIII. Adjournment at 3:15