

California State University Long Beach  
Program & Assessment Review Council  
Meeting Minutes  
September 7, 2022  
2:00 – 3:30 p.m.

Members Present: Jun Yan, Noah Golden, Ali Rezaei, Sharon Teng, Janaki Santhiveeran, Michael Fender, Nielan Barnes, Dede Long, Adam Kahn, Yu Ding, Houg Wei Tsai, Ga-Young Suh, Sara Moghtadernejad, Susan Bloom, Josh Palkki, Tracy Gilmore, Saleh Al Jufout, Jody Cormack, Mishelle Laws, Lorin Johnson, Tiffany Graves  
Members Absent: Mahmoud Albawaneh, Kristen Fabiszewski

- **Call to Order** (2:02)
- **Approval of Agenda** (m/s/p)
- **Approval of Agenda: N/N**
- **Approval of the Minutes:** May 4, 2022, N/N
- **Announcements**
  - Reminder: Chair Kahn suggested providing reminders. 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 printed material to the meeting.
  - Next PARC meeting: September 21, 2022
  - 2022-23 PARC Meeting Dates:
    - Fall 2022: Oct 5, 19; Nov 2, 16; Dec 7, 21 (hold date)
    - Spring 2023: Feb 1, 15; March 1, 15; April 5, 19; May 3, 17 (hold date)
- **New Business**
  - Introductions: Members introduced themselves.
  - Overview of PARC Charge, Program Review Process, and UPRC role(s) (Lorin Johnson)
    - Lorin Johnson provided a review of the UPRC process. The steering committee sets up the agenda.
    - PARC sub-committees, review teams, are known as UPRC.
    - All programs must be reviewed periodically as required by CSU.
    - Program Review Process:
      - Traditional Review is for the not Accredited programs. Programs are reviewed once in 7 years. During a site visit, UPRC members attend. The vice provost's office appoints External Reviewers.
      - Expedited Review is for the Accredited Programs. The duration of the review is based on the accreditation cycle. Internal review committee (UPRC) members don't attend site visits by an external body. Program Review is based on self-study,
  - University Program Review Committee (UPRC) assignments and deadlines for Fall 2022 (Lorin Johnson)- UPRC teams were assigned by Lorin based on volunteers.

- Vote on Fall 2022 meeting modality: Most members voted to hold the meeting using zoom. Chair Adam Kahn used a Zoom survey to take an anonymous vote on the modality.
  
- **Adjournment**
  - Motion to adjourn the meeting [3:00]