Institutional and Program Assessment Council (IPAC) Meeting Minutes
December 6, 2023
2:00–4:00 p.m.
LIB-201
Co-Chairs
(Erlyana.Erlyana@csulb.edu and Adam.Kahn@csulb.edu)

- **Call to Order: 2:01pm**
- **Approval of Agenda:** Motion to approve agenda by Sharlene Second by Michael. Motion to change agenda to add approval of the minutes from November 15th from Alexandria second by Adam motion approved. Motion to approve agenda approved

viewed sections below:

disciplinary accreditation

educational coding

program outcomes assessment & PLO mapping

departments will be able to see how they are in alignment with the

institutional outcomes and general education outcomes

Sharlene noted that tracking IOs for the institutional assessments

committee will be interesting for us as we look at the different divisions

and various initiatives through Beach 2030.

Sharlene also showed the PLO plan

eac(O)-2 (p)**getting built right now and**

Sharlene is working with Nuventive to build out a form for all the other d to complete assessments on program outcomes.

Sharlene will be providing a more detailed workshop in the spring.

Other features include an assessment glossary and programs that can run rep of assessment.

Adam asked for the initial setup will departments be inputting their program PLO alignment. Sharlene said the program learning outcomes that existed la spring were in there.

Tiffanie reviewed the Program review portions of Nuventive: Tiffanie starte showing how to access program review template that mirrors the current academic year 23-24 self-study templates.

She showed there were six sections of content
- contact information
- program learning outcomes
- delivery of programs / headcount FTE

- graduation and persistence rates
- future planning
- key resources

Tiffanie showed how to enter information into the template and that the data sections integrated with Tableau. She also showed how to take screen shots of the data and piece it directly into the rich text .
Program Review in Nuventive can also be exported to word for reporting and printing purposes.
Heather asked if assessment coordinators will be invited to the workshop along with program chairs? Sharlene said yes.
Erlyana asked if we will assist the program coordinator and chairs to do program review? Answer from Sharlene No. but you are there to help with other assessment questions and needs. It is good to know if questions come up.
Heather mentioned faculty having this ability to do assessment through canvas is good because faculty can be limited in how to show that they're doing good teaching and with assessment tools integrated into Canvas they can display t

- David presented the new self-study template (in comparison with the old template)
- Discuss if anything missing (not capture) in the new template
    - No discussion of needs/ resources
    - Narrative on a few criteria (3A & 3C, 4A & 4B) and narrative on DFW rates can add value to the template
- Discuss what is considered as "high impact practices"
    - There was an article/ slide presentation on definition of HIP that could be used as reference: https://www.calstate.edu/csu-system/faculty-staff/Institute-for-teaching-and-learning/Pages/what-makes-hips-high-impact.aspx
- Discuss communication plan & next steps for Spring meetings
    - PASC members as assessment facilitator (listener and convey the message back to the Council)
    - Communicate the role of PASC members to the College (AD), Department Chair/ School Director, and Assessment Coordinators
    - David/ Erly will schedule the meetings. If possible, we will attend their scheduled meetings (e.g. COTA has a scheduled meeting on early February – Colleen will confirm the date)

Institutional Assessment Subcommittee
- Sharlene review the Review WSCUC report and other material at the WSCUC at the beach website
    - 20 years of reports of WSCUC at the beach
    - Institutional is report available.
    - Sharlene reviewed the Commission Action Letter review summary of letter was:
        - Accepted the report, 10-year reaffirmation.
        - Reviewed Commendations in letter:
        - Recommendations in letter
    - Committee identified recommendations in letter and CFR citation in recommendation then refer to the standards in WSCUC.
    - Continue to encourage broader use of its digital data collection and analysis capacity across its academic and administrative units in order to close opportunity gaps for students. (CFR 2.10, 4.3)
    - What ways are we meeting this:
        - Using Nuventie gathering data, encourages learning of data to large groups on campus.
        - Changing of program review and IPAC formation.
        - The use of data is more prevalent Janaki and Karin talk about use of survey data. Karin also brought up how we are engaging the transfer students, which price almost 45% CSULB student body.
        - Sharlene cited Chancellor office data like major migration data and what campuses can do with this? Sharlene asked

Houng-Wei said one thing is when we when we try to use data to report it when we provide assessment they also should incorporate this data into the next goal.

Sharlene recommended to committee to read the site visit and institutional report (our self-study) from WASC.

Data fellows is another area for expanding success and work across campus not just in departments.

Use of Faculty student success dashboard

IASC can make a procedural change that for every department MOU, request and advising reports data is included in reporting. Every request made must have this sort of data.

She further

- Spring preview
  - Adam announced this committee will be drafting rubrics for core competencies: drafting the rubrics for the core competencies other than oral communication so that is written communication, quantitative reasoning, and critical thinking.
  - Also announced was in order to assess oral communication this committee will attend the Student Research Competition Friday March 8