Institutional and Program Assessment Council (IPAC) Meeting Minutes
October 18, 2023
2:00–4:00 p.m.
LIB-201
(Erlyana.Erlyana@csulb.edu and Adam.Kahn@csulb.edu

Call to Order: 2:01pm
Approval of Agenda: M to approve Sharlene, S- Janaki. Motion to approve passed.
Approval of Minutes from 10/4: M- to approve Minutes Alexandria, S- Yu. Motion to

- Jody added that she is working on psychology report right now hope to have our first program review as a part our joint meeting before school Fall ends
- Adam asked Will we be voting on MOUs we did not get to vet on from last year? Jody answered with no psychology will be our first program a review for the year.
- Heather asked what did the process look like for external review?
- We bring external reviews on campus and 2 parc members would accompany and shadow external reviewers while on campus. Once MOU was complete and went to department, then PARC would discuss and agreed on MOUs for the departments result of program review.
- Erlyana said the reason program review is a long process is have to understand the departments practices and process
- Sharlene said that because David provided this list IPAC members can shadow external review visit and bring observation to this group IPAC member do not interact with External reviews during visit. No report is needed by IPAC members.
- External review visit will not require an IPAC member, when it was with PARC it was mandatory.
- Heather asked for the department self-study want do we add to that. Jody answered that there is a template, we identify where are the gaps in department self-study.
- Also asked what types of feedback would this body give? Give any feedback we may have Sometimes we massage the language of the report. Pull data from what is presented.

Council Adjournment : 2:26pm

Sub-Committee Meetings
o *Program Assessment Subcommittee*
- Assessment Terminology and Uses across the colleges.
Presentation of Assessment Terminology & Uses across Colleges that include the following topics:
o grading vs. assessment
o direct vs. indirect assessment
o embedded assessment
Discussion of its uses in specific unit/ Department
Discussion about use of DFW student success dashboard for assessment
Action items:
o Review assessment files (that will be posted in a few days –

- o *Institutional Assessment Subcommittee*
- Final Learning Community
- Closing the Loop – Sharlene presented information for this final learning community meeting.
- She asked the group what does "closing the loop" mean in terms of assessment. She also presented the assessment cycle adapted for CSULB. An assessment cycle can be considered a never-ending loop with continued improvement. Frustration happens in assessment because it never ends it always happening. It is important to note steps discuss results and implement changes as needed closing the loop can open if we do those two steps.
- Adam asked how do you see the vision of the committee and the feedback back to departments in review?
- Sharlene said that when she was Program Review Coordinator she would give points for change but departments would not always follow through with implementation or discussion. Our committee jobs are to follow up with the steps for change.
- Group asked who do we provide recommendations at the institutional level?
- Karin added an observation that assessment may be not meaningful because initial group form assessment can't see the result of the change. She added an example of graduation rates. As a result of assessOfol3 Tw assesthed gion nias-2 6 (t)c0dTw [(n)-2 (n [(a)4c4 (d)]TJ