

PARC Meeting Notes

Tuesday, September 28, 2010 1:30-2:30pm

Sage Hall 2030

Membership:

Adams, Virgil	Psychology	Aloisio, Simone	Chemistry, Biology
Clark, Stephen	Spanish	Clark, Traceylee	Communication
Cogan, Christopher	ESRM	Elliott, Jesse	Math
Francois, Marie	History, CS	Grove, Andrea	Political Science
Itkonen, Tiina	Education	Jensen, Karen	Nursing
King, Liz	Art	Lee, Daniel	Sociology
Lefevre, Steve	Academic Programs & Planning	McNeill, Alex	Liberal Studies
Moffett, Nelle	IR	Mozingo, Nancy	Biology
Nuhfer, Ed	Fac Development	Peters, Joan	English
Popenhagan, Luda	Performing Arts	Quintero, Elizabeth	ECS
Smith, Peter	CS	Wood, Greg	Physics

Welcome and PARC Charge. Steve and the PARC members discussed the composition of PARC, that it reports on assessment activities and program review to the Provost, and activities for this year. The group welcomed its new members, including Daniel Lee (sociology), Joan Peters (English), Virgil Adams (psychology). Jim Meriwether attended for history.

Program Review Update. Steve outlined three current activities:

- a. Pilot Program Reviews. The five initial MA/MS/MPA degrees are undergoing conversion to "regular program" status. Programs have completed a conversion document and are hosting an external reviewer during October. CI seeks approval of conversion from the Chancellor's Office and CPEC in time to admit students in Fall 2011 under the new status.
- b. Psychology and History are initiating the program review process this year, drafting their self studies. PARC members asked to receive an updated calendar for future reviews. (attached)
- c. Program Action Plans. Steve described how the eight programs that have completed the program review process are now finalizing Program Action Plans (or MOUs) with the dean's office, showing how they intend to implement program review recommendations.

Program Review Workshop. WASC is hosting a workshop on Program Review, November 11-12 in San Jose, and CI will be sending a team. So far Virgil Adams and Kathy Musashi are going; others interested should let Steve know to identify funding.

Assessment Book. The second edition of Linda Suskie's *Assessing Student Learning* was distributed to all PARC members. This is given as a reference book from Ed's office and not as a reading assignment. Copies were mailed to those not attending.

Program Assessment Rubric. The program assessment rubric was distributed (and is attached here) as a draft designed to serve as a map & compass for programs to determine their own capacity and state of development. Several program chairs have asked "Is what we are doing sufficient? Will it serve our

purposes here? Will it serve us when our next WASC visit occurs?" This rubric developed through several months of work by Dennis Muraoka, Steve Lefevre, and Ed Nuhfer. It was based on WASC criteria, current literature and offers a way for programs to answer such questions.

PARC members should read the rubric, note any concerns or questions and email suggestions to Ed or Steve, so that we can convene a smaller wordsmithing task force to quickly make clarifications and needed changes in the rubric and submit back to PARC for approval. Ideally, the incoming program review teams should employ the rubric in their visits for the psychology and history programs. The program or program chair should do same as a way to see how well internal and external views of assessment might agree. After such a "test drive," need for revisions we did not anticipate may surface. If so, we can further update and improve the rubric.

Profession Accreditation Substitution. Karen Jensen inquired as to whether or not a professional accreditation can substitute for the Program Review. After some discussion, it was agreed by consensus that a successful professional accreditation review would be able to substitute for CI's program review process. The profession accreditation report will be sent to PARC in lieu of the standard forms required. Other CSU's incorporated their Program Review Process with institutional accreditation reviews.

Program Review Calendar Draft. The committee will need to approved the changes made to last year's Program Review calendar.