

Program Review Subcommittee Minutes*Date: October 8, 2020 / Time 12:15 pm – 1:30 pm*

In Attendance

M. Hillstrom (Chair); L. Fu (B&E); V. Prabhu (B&E); B. Hardacre (CCOE); R. Joseph (CCOE); J. Hong (ECST); K. Roberts (HHS); M. Wild (NSS); J. Chaudhuri (DALSA); J. Kennedy (EPC Liaison); K. Brown (Exec Secretary); V. Ramirez (Recording Secretary)

Absence: C. Lung-Bazile (A&L)

Vacant (A&L); Vacant (NSS); Vacant (ASI Liaison)

Call to Order

M. Hillstrom called the meeting to order at 12:18 pm.

Approval of Agenda

The committee reviewed and approved the agenda. M/S/P

Approval of Minutes 10/1/2020

The committee reviewed and approved the minutes from 10/1/2020. M/S/P

Announcements

EPC Liaison Report: J. Kennedy shared that EPC discussed the following:

- Update “Curricular Policies” language in Faculty Handbook to address EO 1071.

V. Prabhu announced that the Educational Effectiveness and Assessment Council (EEAC) have formed five working groups to work on a specific assessment area. She shared the scope of work for the following groups:

- Diversity and GE Outcomes: this working group will work on formulating the GE assessment plan and work closely with GE subcommittee and other groups. They have already developed a Cal State LA Diversity Rubric and are currently seeking feedback from relevant stakeholders.
- Online/Hybrid Assessment: this working group has reviewed and discussed relevant Online/Hybrid assessment literature, policies and programs. They are currently working on creating an online assessment rubric and will validate it in the spring. The group is also focusing on finding ways to assist faculty for remote teaching by sharing a list of formative assessment tools.

Process for identifying external reviewers if the program cannot send enough candidates:

The department that is undergoing review is responsible to submit written nominations and curriculum vitae for each nominee who indicated interest in serving as an external reviewer to the AVP & Dean of Graduate Studies/ ALO. At minimum, departments are required to submit at least three CSU nominees and three non-CSU nominees for consideration by the Program Review Subcommittee.

The committee discussed and identified that when a program cannot identify enough external reviewers, the Provost designee AVP & Dean of Graduate Studies/ALO will reach out to potential external reviewers. The committee agreed and approved and requested for this process to be updated on the handbook.

Nursing, BS-MS-DNP (Modified):

The committee continue reviewing the Nursing, BS-MS-DNP questions provided by K. Roberts and V. Prabhu. The committee will continue to review/approve at next meeting.

Adjournment

Meeting adjourned at 1:30 pm.