

Institutional and Program Assessment Council (IPAC) Meeting Minutes

October 16, 2024

2:00–4:00 p.m.

LIB-201

Co-Chairs

(Erlyana.Erlyana@csulb.edu and Adam.Kahn@csulb.edu)

- **Call to Order: 2:00pm**
- **Attendance:** Adam Kahn (Co-Chair), Erlyana Erlyana (co-Chair), Pei-Fang Hung, Heather Barker, Alexandria Cordon, Sharlene Sayegh, Ga Young Suh, Colleen Dunagan, Kimberly Walters, Nana Suzumura-Smith, Victor Wang, Houng-Wei Tsai, Karin Griffin, Jennifer Nalasco, Janaki Santhiveeran, Sonia Wilmarth, Jodi Cormack, Tiffanie Graves, Andrew Paredes.
- **Not attended:** Hossein Sayadi, David Sheridan, Vas Narayanswami, Jun Yan,
- **Approval of Agenda: Agenda approved**
- **Approval of the Minutes (Sep 18 & Oct 2 meetings) Minutes approved**

- **Council Announcements**
 - Remaining Fall 2024 IPAC Meeting Dates: 11/6, 11/20, 12/4
 - Spring 2025 IPAC Meeting Dates: 2/5, 2/19, 3/5, 3/19, 4/16, 5/7

- **New Council Business**
 - CNSM Advising MOU presentation (time certain 2:10 PM)
 - Pei-fang provided the presentation for the MOU.
 - Pei-Fang noted that an opportunity which were:
 - Increasing number of staff and faculty advisors
 - Assessments it is highly recommended to the advising center to incorporate direct and indirect measurements
 - Technology improve usage with EAB
 - Expanding on the outreach and working with local schools and work working by our university our office to focus on supporting our Long Beach college on this program and supporting those students in the programs and expanding their peer mentoring programs.
 - **Recommendations**
 - implement Assessment plan and completing the annual assessments.
 - Advocate wholistic needs of CNSM majors.
 - Mitigate technology pain points
 - Career panel for majors
 - Actively engage with other advising centers. To see best practices and
 - Further consultation in e-advising soar mandatory advising
 - wholistic integration of services
 - **CNSM comments & Discussion**
 - Clarified what split model means- CNSM staff advise pre-majors and faculty advisors for declared majors.
 - Staff side actually half of freshman eventually graduating different degree this is normal in science and mathematics across system.

- CNSM is largest producer of mathematics and science degrees in the system
- For switching majors being able to refer students to different advising centers this is critically important and This is why proper divides staff is so important in the CNSM advising works.
- Everyone uses EAB in the program. training in the entire department.so that it can integrate the entire services.
- Staff advisements integrate into holistic manner NSTI 190 class to support student in the major. Provides important details throughout the semester. Participate in Beach XP coordinator in Beach XP active.
- Was asked strong communication between staff and faculty advisor? Is there an invitation to meet with faculty and is it mandatory for students to go officially into the major.
- Erlyana, follow-up question is student going back to staff advisor? Shannon said that because the latter half of the major is about research and so faculty advisor are able to provide the expertise in this area and so student so stay with faculty.
- Staff advisor still provides GE advising so they can still come back for that also.
- Another piece to this is with new transfer advising.
- Karin asked does welcoming of transfer students include peer mentors in transfer program? The department said they used to have a peer mentor program that did do this but was discontinued because grant was completed NSTI 390 is implemented in the same way. Faculty advisors work with SOAR also.
- Kelly asked a specialist for career advising. Staff advisors do their job part time so they have another assignment within their job. One is connected for careers, programmatically this is implemented in 190 there is focus on careers also.
- Shannon added other individuals involved in help with research and careers.
- these courses referred to are lower and upper division. These classes are 1 unit.
- Nudges are integrated and interventions to student
- Collen asked how CNSM does faculty advising is it reassigned time. Answer is yes. Also, advisors hired to teach 190 courses for staff. Dr. Slovinski says yes and it's cost is an investment. 400 – 450 students for fulltime faculty caseload. Staff advisor's caseload is lowers because new students need more help.
- Adam asked students switch out of college? Guest answered 50% switch out of college.
- Group recommendation to add research into advising and broaden recommendation and impact student participation in high impact practices.
- Motion by Pei-Fang to approve CNSM academic Advising MOU with minor revisions, second Janaki . Motion approved.
- Presented the revision and vote for History MOU
- Motion to approve History MOU by Sharlene, Erlyana. Motion approved

- **Council Adjournment: 2:54pm**