

ASLC Minutes

Wednesday, October 19, 2011

1:00 - 2:30 p.m.

WLA Graduate Campus, Room 345

Present: Joy Asamen, Lisa Bortman, Herb Cihak, Chris Collins, Connie Fulmer, Connie Horton, Michael Shires

Absent: Charla Griffy-Brown

1. Administrative structure and relationship to ASLC
 - a. Regardless of changes in administrative structure and personnel, ASLC will remain on course.
 - b. Lisa reported on the UPC meeting and the progress made with connecting the program review process to planning/budgeting
 - i. After the dean negotiates an MOU with program directors/chairs, one of four outcomes is possible:
 1. Due to the need for further evidence, the recommendation is to continue assessing areas that appear in need of further improvement – remains within school
 2. Evidence identifies program/curricular needs not tied to substantial curricular changes or additional budget allocation – remains within school
 3. Evidence identifies substantial curricular changes that are resource neutral – goes to UAC for review/approval
 4. Evidence identifies program needs that require additional university resources – goes to UPC for review/approval
 - ii. Update Appendix A of *Program Review Guidelines*
2. WASC Exhibit 7.1
 - a. The decision was made to not require the use of the online entry of 7.1 content as Graziadio appears the only school interested in this method of data collection – the other schools and Student Affairs have used the Word doc template
 - b. OIE will take responsibility for organizing the docs
 - c. In Column 3 of 7.1, list the types of data/evidence used to determine if stated outcomes are achieved; can supplement form with illustrations of data/evidence used, link to annual program review reports, etc.

3. WASC Exhibit 8.1
 - a. Updates
 - i. Connie F. is working with Lisa to collect/organize 8.1 information
 - ii. Herb will use the bar exam pass rate for this purpose
 - iii. Students Affairs and GSEP are completed
 - b. Only need to show 3 years of data for one indicator of student learning
4. Mini-grant rubric was approved in concept – submit recommendations/feedback to Joy so she can make the necessary modifications
 - a. Call for proposals will go out in January 2012 with a March 1, 2012 deadline
 - b. Connie F. is planning a proposal writing workshop with Lisa for interested Seaver faculty
5. The idea of moving to a rubric rather than a checklist for the ASLC internal review of 5-year program review reports was approved but it was decided to delay acting on the development of a rubric until after the EER site visit
6. Other issues:
 - a. Refer to ASLC Xythos folder entitled, “Resources and Templates,” for copies of the 7.1 and 8.1 templates
 - b. Barbara Wright is unable to serve as our formal discussant if the proposal to ARC is accepted, but she does plan to attend our session and welcomes us to direct specific questions to her

NEXT MEETING WEDNESDAY, NOVEMBER 16th, 1:00-2:30 P.M.; Drescher
Campus Graziadio Plaza Conference Room 285

NEXT STATE OF ASSESSMENT REPORT DUE DECEMBER 2011