

**Advancement of Student Learning Committee
(ASLC) Minutes**

October 13, 2014

12 noon - 1:30 PM

Adobe Connect Online Meeting

Members present: Charla Griffy-Brown, Chair; Graziadio School of Business and Management
Connie Fulmer, Seaver College
Connie Horton, Student Affairs
Katie Kerr, School of Law
Colleen Mullally, University Libraries
Mike Shires, School of Public Policy
Amy Tuttle Guerrero, Graduate School of Education and Psychology
Lisa Bortman, Assistant Provost for Institutional Effectiveness, ex officio
Lee Kats, Vice Provost for Research and Strategic Initiatives, ex officio
Ross Canning, Recorder

Members absent:

- I. Welcome, Announcements, Review of the [September 8, 2014 Minutes](#) - Charla Griffy-Brown

Charla called the meeting to order with introductions of the new ASLC member, Colleen Mullally. Colleen joined University Libraries in August with the beginning of the Seaver College semester. Following introductions of the Council members, the minutes from September's meeting were considered and amended with the following.

- Honoraria stipends will stay the same in FY15 for members of the Council and for five-year program reviews.
- Jody Semerau will be invited to join Provost Marrs at the 10 November 2014 ASLC meeting.

With these amendments, the September 8, 2014, minutes were approved by common consent.

- II. Reviewing draft assessment portion of the WSCUC Interim Report 2015

Charla Griffy-Brown shared the draft outline of the WSCUC Interim Report 2015 and opened discussion about format for the report. Charla suggested highlighting in a box at the head of

every questions exactly what will be addressed: a quote from the Commission letter followed by the discussion and examples from across the University about what has been done.

Charla will upload the Interim Report draft to the ASLC Google Drive. The Council members should upload their evidence files on the Sakai site ([Courses / My Workspace / WASC Interim Reports Resources / Assessment](#)) where the Interim Report draft resides. All files should follow the naming convention starting with the school name followed by section 1-6. A Miscellaneous folder will be added for other items outside of the established categories.

The bulk of the writing has started. ASLC members should upload evidence documents in Courses/Sakai as soon as possible so evidence may be incorporated as the writing progresses. The Council will plan to show the provost our draft at the November 2014 meeting.

Colleen Mullally will be attending a WSCUC retreat on critical thinking and learning outcomes. Lisa and Charla reported that we are also preparing for the WSCUC 2020 Report, which may be 5-6 pages with no more than 200 pages of appendices.

III. Preparation for meeting with Provost Marrs

A. Assessment

The ASLC discussed assessment as both a key goal and challenge due to the current funding impediments for assessment at Pepperdine. Members of the ASLC suggested that assessment is a strategic initiative of the University and foundational for the next accreditation cycle. However, funding for program reviews and assessment work come out of the OIE budget; but a shortfall in the budget structure coupled with an ever-increasing number of programs to be assessed has caused a budget gap.

The Council discussed the benefit of talking first with the provost and later down the road participate in a faculty conference to bring these trends and needs to the forefront as the University sets its agenda for the new fiscal year.

B. Revised evidence list for the WASC Interim report

Lisa Bortman outlined 18 assessment [essay topics](#) to be addressed in the Interim Report and clarified 26 items of evidence needed from most areas to support our responses. The ASLC members

were called to submit examples of work with a short explanation showing what we are doing to improve some key areas of the WASC Commission letter. The items to be discussed include:

- Demonstration of a processes to meet each specific challenge
- Consistency--program outcomes should end with graduation
- Multi-modal methodologies ending with assessment and closing the loop
- Benchmarking longitudinally and against other institutions/programs
- Including the student voice--show that students are on committees and how they are helpful to their work
- Rubrics
- MOUs
- Student Affairs
- General Education
 - items that are Seaver Specific
 - Junior Writing Portfolio
 - Graduate School assessment

Lisa noted that the report-writing strategy should include highlight specific examples that show advancement, answering up front where the program stands, what we are happy with, and where we are unsatisfied.

IV. LiveText assessment software discussion: analyzing different assessment tools - Lisa Bortman

Lisa opened the discussion on ePortfolio and LiveText as an option for the University. LiveText is a fairly common tool in higher education and a trip is planned on November 17, 2014, to see a demonstration at Point Loma Nazarene University in San Diego.

V. January WSCUC MQI conference in Burbank

A. Register

1. Mike Shires
2. Charla Griffy-Brown
3. Amy Tuttle Guerrero
4. Connie Fulmer
5. Colleen Mullally
6. Lisa Bortman
7. Lee Kats
8. Connie Horton

VI. Adjournment

The ASLC meeting adjourned at 1:40 pm. The next ASLC meeting will be in the Page Conference Room, TAC 316 on November 10 , 2014.