

Advancement of Student Learning Committee (ASLC) Minutes

November 10, 2014

12 noon - 1:30 PM

Page Conference Room, TAC 316

Malibu, California

Members present: Charla Griffy-Brown, Chair; Graziadio School of Business and Management
Connie Fulmer, Seaver College
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

Guests: Rick Marrs, Provost
Jody Semerau, Executive Director of Academic Finance

Members absent: Connie Horton, Student Affairs

I. Welcome, Announcements, Review of the October 13, 2014 Minutes - Charla Griffy-Brown

Charla Griffy-Brown called the meeting to order at 12:03 PM. Provost Rick Marrs gave a blessing on the food and the Council considered the October minutes. By common consent, the minutes were approved following any changes or updates by the members before 5 PM.

Lisa Bortman is organizing a field trip to Point Loma Nazarene University on November 17, 2014 to review LiveText in production. A sizable group will be participating from ASLC, Information Technology, and from some of the schools.

II. New Business

A. Status of WSCUC Interim Report 2015

Charla Griffy-Brown shared the draft of the ASLC section of the Interim Report 2015. It is now at 13 pages and there are a few more sections to incorporate while cutting the document to a total of 10 pages. More evidence files are welcome from the schools.

Lisa Bortman will be drafting a paragraph concerning Pepperdine University's definition of Meaning, Quality, and Integrity, on which the ASLC members will have opportunity to comment and shape. Additionally, wordsmithing may be necessary to make certain that the alignment of the Individual Learning Outcomes (ILOs) and Student Learning Outcomes (SLOs) are congruent. The Council will focus on defining these at the June 2015 retreat as all schools will need to participate in their assessment before the 2020 accreditation visit. Lisa announced that a midterm review report is due two years after the 2015 Interim Report as part of the new schedule of review by WSCUC.

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B. Meeting with Provost Marrs and Jody Semerau

The ASCL members presented the Council's goals for this year to the provost and opened them for discussion on their alignment with his office's priorities. The Council is focused on writing its portion of the Interim 2015 WSCUC report and its members are collecting evidence for use in its section. The Council is also researching and discussing how the University will define Meaning, Quality, and Integrity and will attend a WSCUC seminar in January to this end.

The provost voiced his appreciation for the work that the ASLC has performed to date and outlined a few of the foci on which his office is working including allaying perceived concerns about Seaver College centrism, engaging with faculty broadly across the University, promoting the ASLC's recommendations to add assessment as part of the RTP data sheet, and engaging the University Tenure Committee to review the new language in the faculty data form.

The discussion transitioned to the budget shortfall in the Office of Institutional Effectiveness for five-year program reviews amidst a growing pool of academic and cocurricular programs requiring funding. OIE inherited the budget plan which traditionally transferred a set amount of money at the beginning of the fiscal year to complete the reports by early spring. Jody Semerau plans on changing this practice to get a handle on the real costs of the University's assessment work and to work out a co-funded budget between the central administration and the school or unit performing the review work. The future plan is for program reviewers to submit expense receipts or requisitions through OIE or the Office of the Vice Provost for Research and Strategic Initiatives for reimbursement through budget reallocations.

With the addition of a new member on the ASLC from University Libraries, funding will need to be identified to add the additional stipend for the member. This can be accomplished by splitting the current pool to accommodate the new member, or request strategic funding through the budget process.

Lisa Bortman noted that new program assessments are unfunded and the amount given to each of the schools and programs is not equal; Seaver programs receive \$5K each while programs in the graduate schools essentially get \$2K each.

The Council then discussed the need to close the loop on the program review process as the current practice does not clearly identify which body or bodies are responsible to implement changes or planning to improve the programs following their reviews. Discussions are needed among the ASLC, University Academic Council, deans, provost, and program faculty/staff. The Board of Regents is interested in this process and has asked for some metrics and want to be certain that faculty are balanced in their work, research, and committee work.

III. Adjournment

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A. The ASLC meeting concluded at 1:36 PM.

The next meeting of the ASLC is on December 8, 2014 on Adobe Connect.