

January 12, 2015
12 noon - 1:30 PM
Adobe Connect Meeting from Page Conference Room, TAC 316
Malibu, California

Members present: Charla Griffy-Brown, Chair; Graziadio School of Business and Management
Connie Fulmer, Seaver College
Connie Horton, Student Affairs
Colleen Mullally, University Libraries
Angela Hawken, 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

(AC) = Attended via Adobe Connect

Members Absent: Katie Kerr, School of Law

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

Charla Griffy-Brown called the meeting to order at 12:11 PM. The Council considered the December minutes. By common consent, the minutes were approved following any changes or updates by the members before 5 PM.

Charla opened discussion on the health and work of the Council and expressed appreciation for the collaborative nature of the ASLC.

II. Business

A. Reviewing our [Charter](#)

The Council discussed the status of the Charter and reviewed sections that needed to be updated. The following were noted for updating.

1. Add a council seat for University Libraries
2. Define the need for and purpose of a student representative on the ASLC.

The Council decided that the students should participate on the school level and the ASCL chair would invite all of the representatives to meet once or twice a year to have broader discussions regarding assessment for the University.

3. ASLC membership should have term limits

4. The ASLC members should recruit good candidates to train to become assessment experts and future Council members. School deans in consultation with the ASLC chair will make final selection. The ASLC wants to broaden participation and train future members.
5. The Purpose section of the Charter needs to have a “communication” section from the ASLC to the constituent schools.
6. The training of ASLC members section needs to change to include off campus training as well as on campus training for current and future Council members.
7. Compensation hours (40) varies month to month and year to year depending on the numbers of programs to manage and reports to write each year. Annual status reports are due every year, while interim reports and other documents come up periodically along the assessment and accreditation cycles.
8. Expanding the definition of assessment subcommittee will be postponed until the May

The ASLC congratulated Dr. Connie Fulmer as she graduates from the WASC Leadership Academy.

B. LiveText next steps

Charla gave a summary of the assessment management system which Lisa Bortman proposed in the budget process for FY16.

C. Workshop Jan 30, 2015 at Woodbury University in Burbank, CA

The following members were registered to attend the training at Woodbury University.

- Charla Griffy-Brown
- Connie Fulmer
- Connie Horton
- Amy Tuttle Guerrero
- Colleen Mullally
- Angela Hawken
- Lisa Bortman
- Lee Kats

III. Adjournment

- A. The ASLC meeting concluded at about 1:42 PM.

The next meeting of the ASLC is on February 12, 2015 in the Page Conference Room, TAC 316 at

noon.