

Approved May 11, 2015

Monday, April 13, 2015

12:00 – 1:30 p.m.

Adobe Connect and Page Conference Room TAC 316

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

Guests: Michael Weisman, Vice President, CampusLabs
James Berneking, Graziadio School of Business and Management

Members Absent: Angela Hawken, School of Public Policy
Lisa Bortman, Assistant Provost for Institutional Effectiveness, ex officio

I. Call to Order

Charla Griffy-Brown called the meeting to order at about 1:40 PM and introduced Michael Weisman from CampusLabs to give a presentation of their Learning Management System (LMS) and assessment software which help an institution mine its data and produce meaningful reports. Through an online cloud platform, CampusLabs provides plans, templates and special data fields to collect the relevant information to run program-specific reports in various formats which are highly customizable by end users.

Data analysis is facilitated with a myriad number of tools within the system to create graphs and charts. The system can link to other institutional databases so it can import data that already exists, like planning and program reviews. An activity log will show collaborative work.

Accreditation may be hosted from CampusLabs for many accrediting bodies regarding any program/school. The program is designed to connect assessment and planning activities of the institution to Accreditation utilizing the following schema.

PLAN: document program learning outcomes; align with institutional learning outcomes; and populate assessment plans through the templates.

ASSESS: determine assessment methods; develop relevant instruments; and

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administer assessments.

ANALYZE: review collected data; compare data over time; connect datasets across the institution.

ACT: Narrate and communicate consolidated dashboards; share results and plan for the future.

The ASLC questioned Mr. Weisman regarding price-point, data security in research, ownership of data stored in the CampusLabs system, and lead time needed to get the existing data uploaded and the campus community trained to utilize CampusLabs. Charla Griffy-Brown will send an email out to ascertain the interest and level of comfort with the product; and she plans on asking the ASLC members for feedback on the CampusLabs LMS. The members voiced their support to bring some LMS system to the university as soon as possible as the need for it is growing.

The Council commented that IT should analyze the integration of CampusLabs with existing software and hardware infrastructure to check on compatibility issues and remediation. James Berneking, from the Graziadio School, mentioned that he spoke with Michael Weisman a few weeks back and he thought it was a very workable LMS solution and would fill in gaps at the Graziadio School. Lee Kats noted that at some point we may need to approach the deans to contribute to running CampusLabs, as funding a University-wide LMS needs broad buy-in and support.

Charla outlined the steps needed to study the LMS solution, including financial analysis. More details will be shared at a future date when the studies have begun.

II. Interim Report Update

The ASLC discussed the Interim Report draft and status and voiced their desire to add their own editorial comments before the report is sent off to final editing. Lee Kats indicated that both he and Lisa Bortman are pleased with how the overall Interim Report 2015 is coming together. Sections of the final report will include diversity, strategic planning, assessment, and shared governance. The assessment section is nearly complete. All areas have a rough draft or are soon to have a rough draft and a first full draft of the Interim Report is almost finished.

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The ASLC members would like a final version of the assessment section to review before the final version is sent to the external editor. Charla will confirm with Lisa Bortman to get the latest draft into their hands as soon as possible.

Other business.

Connie Fulmer asked to change the five-year program review schedule to allow those programs that just completed their program review to not be responsible for an annual review the following year so they may close the loop and begin implementing recommendations before new changes are adopted.

Charla Griffy-Brown shared a pair of questions recommended by the University Academic Council chair, Jay Brewster, that the ASLC will consider.

UAC PROGRAM REVIEW SUMMARY

A. What were the major strengths and weaknesses identified in your Program Review's Quality Improvement Plan (QIP). Please identify and cite the evidence that supports your answer.

B. Please list the program goals established for the next five years (please list in order of priority, the most important goal first). Please cite the evidence that supports your answer.

The Council accepted the proposal and will modify the Program Review guidebook accordingly.

III. Adjournment

The ALSC meeting was adjourned at about 1:30 PM. The next meeting of the ASLC is scheduled for May 11, 2015, at Catch restaurant in Santa Monica for the Summer ASLC retreat.