

Advancement of Student Learning Committee  
Minutes  
September 11, 2017  
11:00 a.m. - 1:00 p.m.  
Page Conference Room, TAC 3rd floor

Members present: Charla Griffy-Brown, Chair; Graziadio School of Business and Management  
Katie Dodds, School of Law  
Brad Griffin, Seaver College  
Amy Tuttle Guerrero, Graduate School of Education and Psychology  
Mary Ann Naumann, University Libraries  
Lisa Bortman, Assistant Provost for Institutional Effectiveness, ex officio  
Michael Shires, School of Public Policy  
Lee Kats, Vice Provost for Research and Strategic Initiatives, ex officio  
Jared Price, Recorder

Members absent: Brad Dudley, Student Affairs

I. Welcome and Call to Order

A. Michael opened the lunch meeting with prayer at 11:22 a.m.

II. Business

A. The committee approved the minutes from the June 19, 2017 meeting.

B. Program Review

1. Schedule: Lisa outlined the program review schedule for 2018 to 2025. Lisa's office is in contact with IMC to update the website.
2. Due to SPP's recent curriculum adaptations, Michael asked for SPP's review to be pushed back one year to 2020. He commented that a 2020 review would allow these curriculum changes to be reflected in the report.
3. The committee discussed whether the five-year program review cycle is best. Michael asked if a seven-year cycle would be preferable. Charla expressed concern that the volume from seven years would be

too large to address in one report. The committee considered whether adapting the cycle to the school's needs (some school would be on a five-year cycle, others on a seven-year cycle) would be best.

4. Program Review Example: Lisa provided the committee with a review on Seaver's Human Communication majors as an excellent example for others to follow.
5. MOU Progress Reports: Lisa and Charla suggested that in a future Fall 2017 meeting the committee present progress reports following up on pending MOU programs.
6. Annual Assessments: Lisa recommended that annual assessments reflect core competencies. She noted that this year's competency is critical thinking and should be reflected in all assessments.
7. Review of Seaver's Communication Division: Charla led a discussion to assign the following readers for the division's program reviews:

<b>PROGRAM</b>	<b>READER 1</b>	<b>READER 2</b>
<b>Advertising</b>	Michael Shires	Charla Griffy Brown
<b>Human Communication</b>	Katie Dodd	Amy Tuttle Guerrero
<b>IMC</b>	Charla Griffy-Brown	Mary Ann Naumann
<b>Journalism</b>	Katie Dodds	Brad Griffin
<b>Media Productions</b>	Brad Dudley	Brad Griffin
<b>Public Relations</b>	Mary Ann Naumann	Brad Dudley
<b>Sports Administration</b>	Michael Shires	Amy Tuttle Guerrero

C. WASC Report: Lisa noted that the WASC report will be due at the end of 2019.

1. Website: The website will take six months or so to complete, so in

practice, the report must be done in Spring 2019.

2. Abbreviated Review Approved: WASC awards strong schools with lower requirements for subsequent WASC reviews. This cycle, Pepperdine was awarded an abbreviated review process. In place of the regular seven-essay assignment, this abbreviated review includes only the history/introduction, standards and two theme essays.
  - a) Essay Assignments:
    - 1) History/Introduction - Lisa (and Joi Carr)
    - 2) Standards: There are four standards, with one person per standard. Both graduate and undergraduate schools will be represented. Possible writers include Farzin Madjidi, Kendra Killpatrick and Jay Brewster.
    - 3) Theme Essay 1: Program Review - Charla
      - a) Brad Griffin suggested the name “Windows and Mirrors,” windows describing the review and mirrors describing how it evoked change.
    - 4) Theme Essay 2: Assessment - Katie
3. Strategic Plan: Lee recommended that Pepperdine’s strategic plan format be reconsidered, pointing to the quickly evolving pace of the University as evidence that it may benefit from strategic plans produced more frequently than every 10 years.
4. Areas to Improve: Latest WASC report commented that Pepperdine should go beyond describing program reviews and outline how these reviews enacted institutional change as a result of the program review process.
5. Lisa presented on the various WASC-organized conferences that are available. She also shared that for those interested in university assessment, the WASC Leadership Academy is a big commitment, but worth its effort.

D. Curriculum Committees/Councils: The committee expressed concern that councils/committees from individual schools are not equipped to propose new curriculum. The committee suggested inviting a representative from each school’s curriculum council/committee to a future ASLC meeting to better explain ASLC needs.

1. The committee committed to researching such committees at each

school and relaying that information to Jared for creation of an outline for October's ASLC meeting.

#### E. Reports on Area of Service

1. Charla, GSBM - Charla received a promotion and now oversees GSBM's largest program, the fully-employed MBA as Academic Director. GSBM now requires academic directors to speak of assessment in each annual report and at each annual meeting, keeping faculty focused and aware of assessment.
2. Katie, School of Law - New Dean Paul Caron is doing great work to improve relationships within the school. Paul brought with him a new administrative team. Katie remarked that WASC now views for-credit certificates (which SOL offers) with the same prestige as degrees.
3. Mary Ann, University Libraries - Payson Library is now open and receiving much praise.
4. Amy, GSEP - Amy reported on meeting with program directors and associate deans from the Education division to discuss infrastructure and LiveText. She noted that the Psychology division is growing and now offering three new online programs.
5. Michael, SPP - Michael shared that SPP has experienced limitations with LiveText and is currently using Courses. He noted that SPP is also reviewing the catalog for all joint-degree programs.
6. Brad Griffin, Seaver - Brad commented that Seaver faculty and staff are feeling a bit of assessment burnout. He also identified incongruencies within annual assessments from different programs, as each program has outlined its own criteria. Next year's annual review topic of "quantitative reasoning" will be difficult for some departments (such as Fine Arts).

### III. Adjournment

- A. Charla adjourned the ASLC meeting at 1:03 p.m. The next meeting is scheduled for October 2, 2017 at 11:00 a.m. as a virtual meeting on Adobe Connect and in the Page Conference Room, TAC 316.