



Advancement of Student Learning Council

6 May 2025 | Braun Conference Room & Zoom

Minutes

Members Present: Mark Roosa, Dean of Libraries (Chair)
Katie Dodds, Caruso School of Law
Brad Dudley, Student Affairs
Seta Khajarian, Office of Institutional Effectiveness
Kerstin Leistner, Caruso School of Law
Jaclyn Margolis, Graziadio Business School
Kelle Marshall, Seaver College
Kim Miller, Online Programs
Jim Prieger, School of Public Policy
Tonya Wood, Graduate School of Education and Psychology
Lila McDowell Carlsen, Vice Provost, ex officio

I. Welcome and Business

- A. Mark Roosa opened the meeting at 12:33 p.m.
- B. The Advancement of Student Learning Council approved the 15 April 2025 meeting Minutes.
- C. Roosa reminded members to consider local or online engagement with WSCUC. Next year's conference will be held in San Francisco. Members are expected to sign up for at least one conference annually and complete two to three program reviews each year.

II. Program Reviews

- A. Student Affairs: Student Health Center presented by Katie Dodds and Kerstin Leistner.
 - 1. Commendations: The review was focused on a non-academic department. It was noted that the checklist was helpful despite the absence of a flash report and limited access to appendices. The department has faced staffing challenges related to COVID, and recent advancements include website updates, material revisions, and the formation of a Student Health Advisory Board. The program's efforts to address OKRs were acknowledged, as was the inclusion of peer comparisons across 40 schools.
 - 2. Recommendations: Data analysis was reported as light, particularly in usage statistics by gender and other demographics. Female undergraduates were the primary users; further exploration was recommended regarding online and graduate student usage. Additional staff are needed per the ACHA comparison, and the QIP would benefit from including rationales for proposed additions (e.g., X-rays). The review's Seaver College focus may

overlook online and graduate student needs. Opportunities to improve collaboration with the Counseling Center were discussed. It was shared that the program expressed interest in revising their SLOs to be more meaningful to their operations.

3. Members discussed the appropriateness of applying standard SLO expectations to non-academic units. Brad raised concerns about requiring four outcomes across all departments. Seta described OIE's efforts to revise non-academic templates to better reflect each unit's function. Katie emphasized that program review expectations should be constructive and not burdensome, especially for departments facing frequent crises. Further support was expressed for revisiting expectations for units like the Student Health Center. Roosa noted that some outcomes may fall outside ASLC's scope and should be addressed during the retreat. It was noted that the QIP appears in the final section of the review, and Brad is currently maintaining the dashboard. Members recommended including Pepperdine-specific data in peer comparisons to strengthen benchmarking efforts.

III. Workshop Planning Update

- A. Kelle reported on progress toward scheduling an info session. She is coordinating a date with a strong presenter lineup and hopes to partner with OIE to guide attendees through the checklist and provide support during data collection.
- B. Roosa suggested workshop attendees may benefit from help understanding data norms and expectations.
- C. Kelle noted that ISL does not have a template for alumni engagement and suggested that one could be useful.
- D. Roosa emphasized that ASLC's role is supportive. He encouraged OIE's participation to guide authors in data aggregation and PR expectations.

IV. Review of Program Schedule

- A. Roosa inquired about how OIE manages report schedules and coordination.
 1. Seta credited Kailee with securing end-of-year scheduling. She shared that an interim report will likely serve the next three-year cycle. Final notes are expected by 7 May. A one-hour review period is planned for 20 May. Some reports were delayed due to the use of incorrect forms. Staffing shortages have improved from three to two vacancies. June will be dedicated to internal organization and authorship assignments. The IR team is aware of upcoming reports. Deferrals delay processes by about six months. Seta described three key touchpoints: early fall, end of January, and before external reviewer selection. A reminder was issued about submitting proper data requests and identifying which metrics can be fulfilled by OIE. Seta shared the OIE website and calendar. Planning is already underway for next year's cycle.



V. Retreat Topics Brainstorming

- A. Roosa introduced potential retreat topics, including a review and update of the ASLC charter, further developing data dashboards for strategic planning. Program reviews will also be scheduled for the retreat as well as discussion of themes that have emerged from recent program reviews.

VI. Adjournment

The meeting adjourned at 1:28 p.m. ASLC will next convene on 20 May 2025 at the Serra Retreat and Via Zoom