

**Advancement of Student Learning Council  
Minutes**

October 12, 2022

1:00 p.m. – 3:00 p.m.

Braun Conference Room and Zoom

Members Present: Tonya Wood, Chair, Graduate School of Education and Psychology  
Katie Dodds, Caruso School of Law  
Brad Dudley, Student Affairs  
Charla Griffy-Brown, Graziadio Business School  
Seta Khajarian, Office of Institutional Effectiveness  
Kim Miller, Online Programs  
Dean Mark Roosa, University Libraries

Members Absent: Lee Kats, Vice Provost, ex officio  
Michael Shires, School of Public Policy  
Heather Thomson-Bunn, Seaver College

**I. Welcome and Opening Remarks**

With Chair Tonya Wood's direction, Seta Khajarian opened the meeting at 1:00 p.m.

**II. Business**

The Advancement of Student Learning Council approved the September 14, 2022 meeting minutes.

**III. ASLC Letters**

It was confirmed that ASLC Program Review letters from last academic year have not yet been sent. Charla Griffy-Brown shared the previous processes: an email from the ASLC chair to the school's dean and others involved in writing/submitting the review, with the ASLC letter attached as a PDF. Charla shared with the former chairs the previous email as a template. It was decided these emails should come from a more official email address than ASLC Chairs' Pepperdine emails to increase likelihood of them being read. It was suggested for Petra Rickertsen to send these from the Vice Provost email. Creating an ASLC Pepperdine email for this purpose was discussed.

**IV. ILOs**

- A. Seta Khajarian presented an ILO Overview document. This is scheduled to be presented at the December Board of Regents Academic Affairs Committee meeting (shifted from September). It was commented that this is not new but provides a good high-level overview.

- B. Seta Khajarian led a discussion on ILO revisions. Changes were made directly to a shared document. Notable discussions leading to the resulting suggested ILOs included the level of specificity and metrics.
  - 1. It was clarified that the Board of Regents will not provide input for the ILOs as these do not affect the core commitments of the University which they oversee. They will be presented with a high-level overview of the ILOs and the revision process: to ensure Pepperdine's work is backed by data and that this is a re-articulation of the same ILOs.
  - 2. It was discussed whether the ILOs need to be aligned with the new strategic plan. It was commented that the ILOs are not changing in nature as they speak to the values and core commitments of the University, but only in their phrasing to reduce redundancy. As strategic plans change over time, and strategy follows envisioning statements of which ILOs are a part, connecting ILOs to the strategic plan by means of the underpinnings of the foundational educational pursuits will help make the ILOs more evergreen. Thus the ILOs will continue to integrate the larger aspects in practice: community of belonging, faith and scholarship, purpose, service, and leadership.
  - 3. Global awareness as a term was discussed.
  - 4. ILO audience was discussed and it was commented that this is a statement of commitment where Pepperdine graduates will be able to speak to each ILO as these elements of Pepperdine's core values were addressed in their education.
  - 5. Members discussed the extent to which faith is included in the ILOs. "Christian" as a term was not included in previous ILOs. A member commented that Pepperdine uses "Christian-informed" as a foundational element rather than a requirement for students to adhere to the Christian faith. A member commented that there may be questions from others if the term "Christian" is not included, and considered exclusive if it is included.
  - 6. A member commented on an awareness of diversity in the ILOs and language around the placement of corresponding terms was discussed.
- C. Next steps were discussed including obtaining insight from Vice Provost Kats and members not present. Members will vote to approve the ILOs at the November ASLC meeting.

## **V. Ongoing Items**

- A. Chair Tonya Wood presented the new Flash Report. Petra Rickertsen shared the draft that IMC created with all ASLC members via email. Seta Khajarian will present this and the MOUs at the November UPC meeting. This will also be presented to UAC and the Dean's Council. A member commented wanting in the future for ASLC to do more work on the students impacted and for this to be included.
- B. Seta Khajarian provided MOU updates and is working on an MOU template. All programs reviewed last academic year, except Caruso School of Law, are working on MOUs. It is expected that ASLC members will be able to review the MOUs by the next meeting.
  - 1. A former chair noted their use of a template in previous years. It was responded that the new template is not what must be used, but rather a suggestion which was

created at some schools' request for resources. How MOUs are created was discussed, noting that each school approaches this differently.

2. It was clarified that this will not be housed on the OIE website, but in the program review resource folder shared with programs undergoing review.
  3. The importance of MOUs' delivery timing and ASLC's role in this was discussed. The MOU can be an important tool for advocating for funding, and to do so requires ASLC and the schools having the MOUs to the Provost before budget planning solicitation. The MOUs can also serve as a check and balance for the institution, as they present what the schools are finding which can be compared to what the deans are proposing for funding, and what is ultimately funded. A member noted that MOUs should then be a priority for the deans and all people involved in the budget request proposals, and included in presentations to the UPC which oversees the budget process.
- C. Chair Tonya Wood made note of how members organically continued the year's theme discussion on equity when discussing ILOs in today's meeting.

#### **VI. ASLC Dates**

- A. Seta Khajarian proposed ASLC not meet in December and proceed with meeting in May due to the anticipated schedule of receiving the Program Reviews.
- B. Petra Rickertsen initiated discussion on members' availability for spring semester monthly meeting times. Members agreed this same time generally works for next semester which Petra Rickertsen will confirm with absent members before adoption.
- C. Petra Rickertsen led a discussion on potential options for the 2023 ASLC Retreat dates. The first week of June was generally affirmed and Petra Rickertsen will confirm availability of absent members and research Beach House availability.
- D. Seta Khajarian invited members to the OIE Seminar on March 28, 2023.

#### **VII. Adjournment**

The meeting adjourned at 2:58 p.m. The next ASLC meeting will convene on November 9, 2022 in the Braun Conference Room and via Zoom.

#### **Deliverables**

- I. The previous ASLC Chairs, Katie Dodds and Brad Dudley, will work together to write the template email for the ASLC program review letters from last year. Petra Rickertsen will make each letter a PDF, compile the emails with the corresponding letter attachment, and send the emails from the Vice Provost email or the new ASLC email.
- II. Petra Rickertsen will research creating an ASLC email.
- III. Petra Rickertsen will confirm the ASLC Retreat booking at the Beach House, and set dates for next semester's monthly meetings.