

Advancement of Student Learning Council

Minutes

Monday, December 13, 2021

3:00 p.m. - 4:30 p.m.

Zoom

Members Present: Katie Dodds, co-chair, School of Law
Brad Dudley, co-chair, Student Affairs
Charla Griffy-Brown, Graziadio Business School
Seta Khajarian, Office of Institutional Effectiveness
Kim Miller, Director of Online Learning
Jim Prieger, School of Public Policy
Jeremy Whitt, University Libraries
LaTonya Wood, Graduate School of Education and Psychology

Members Absent: Lee Kats, Vice Provost, ex officio

I. Welcome and Opening Remarks

A. Brad Dudley opened the meeting at 3:00 p.m.

II. Business

A. Approve [November 8, 2021 Meeting Minutes](#)

1. The Advancement of Student Learning Council approved the November 8, 2021 meeting minutes.

III. WSCUC Draft Response/Updates: Seta

A. Seta Khajarian updated members on the WSCUC Draft Response. The draft report was sent back to WASC with revisions. The final report will be received by President Gash and shared with Provost Brewster and Seta Khajarian. It was asked whether there was anything different in the Draft Report than what was shared in the Exit Briefing. Seta Khajarian said the recommendations were the same and there was an additional commendation. More should be able to be shared with ASLC next meeting.

IV. Program Reviews

A. Seta Khajarian and Tonya Wood presented a summary of their Full-Time MBA Program Review findings. Noted was a need for a scoring rubric for departments, as there is a wide range in submissions. Commendations included the program

learning outcomes, depth and breadth of offerings, strength of co-curricular activity variety, future growth and analysis, and integration across curriculum. Seta Khajarian commended this report for being very well written especially in its ASARs. Recommendations included clarifying the sequence of program requirements, highlighting differences in the tracks, and further discussing enrollment and diversity trends.

1. Brad Dudley asked whether there is peer program benchmarking that would help with course sequencing and Tonya Wood affirmed the possibility.
2. Tonya Wood commented on not being able to find the faculty ratio, and Charla Griffy-Brown clarified that this should be at the beginning of the report.
3. It was noted that if review questions are not answered in the provided reports, members should access the full report.
4. Katie Dodds added that members should update their responses in the cumulative Excel sheet as needed, as this information will not be accessed until the Chairs are ready to write the letters.
5. Seta Khajarian asked whether lower enrollment is attributed to international student enrollment. Charla Griffy-Brown confirmed, adding that the Dresher campus was designed for 300 students and currently has 500, so with enrollment being down this allows breathing space for leadership to determine how to offer every student the best possible experience.

B. Katie Dodds and Kim Miller presented a summary of their MS in Human Resources Program Review findings. Kim Miller commented that the Program Review met expectations across the board. Commendations included alignment between program mission and values and PLOs and ILOs, clear use of University Mission and values as a mechanism to measure program outcomes, and their research. Another commendation was their awareness of societal and other external emerging trends and using that data to remain agile to student needs. Katie Dodds added the commendation that they are ending the program. They were able to look at the data, learn it is not working, and make the bold move to end it and shift to online. Recommendations included an in-depth review of data sources and review methods as the pedagogical narrative had a good start but this would provide additional support. Kim Miller added the recommendation to include more inward strengths such as smaller class sizes and the faculty to student ratio to balance the abundance of external strengths mentioned like their affiliations.

1. Katie Dodds raised one point on whether there are too many PLOs considering the program's imminent end, and whether this report might be

condensed. Charla Griffy-Brown commented that simplification is a good recommendation to come from ASLC as this is what is trying to be achieved with the reports; if ASLC presents this in the letter, Charla Griffy-Brown can represent it with the program.

2. It is hoped the recommendations carry over to the online program.
- C. Seta Khajarian and Kim Miller postponed their presentation of BS in Management Program Review findings until the January 2022 ASLC meeting.
- D. Seta Khajarian and Jeremy Whitt presented a summary of their DBA Program Review findings. Commendations included the review's extensiveness and breath, alignment with tracking and data, highlighting student research, graduation rates, retention, good efforts in diverse recruitment, and their being proactive to adjust what is not working– which is especially impressive as a newer program. This shows good self-awareness as a program. Recommendations included requesting data to formally corroborate some statements made.
1. Charla Griffy-Brown noted ensuring Seta Khajarian and Jeremy Whitt have access to program ASARs.
 2. Jeremy Whitt noted a key issue being the program's net contribution to the University. Charla Griffy-Brown clarified that this is a more complicated finance conversation the program has with the University. Seta Khajarian added that if this report were going to WASC, they would want to know this so it should be included. Brad Dudley confirmed that Seta Khajarian may reach out to the program asking for clarification, rather than the Chairs sending a formal letter, about documentation that would be helpful in a WASC conversation.

V. Update on UAC visit

- A. Charla Griffy-Brown updated members on the UAC meeting visit. UAC was enthusiastic about the flash reports which were well received. PGBS leadership met with programs using the flash reports as a basis for their meetings and conversation on how they might improve. Seta Khajarian added that the UAC Chair noted appreciation for the flash reports, as UAC proposes changes and through the flash reports they get to learn what comes of those suggestions.

VI. Retreat Update

- A. The annual ASLC retreat will take place May 20, 2022 between 9 a.m. and 2 p.m. at the Beach House.

VII. Discussion

- A. Brad Dudley commended reviewers.
- B. The reviews for January 2022 will be:
 - 1. BSM (Seta Khajarian/Kim Miller)
 - 2. Fully Employed MBA (Tonya Wood/Katie Dodds)
 - 3. Online MS in Human Resources (Katie Dodds/Brad Dudley)
 - 4. Executive MBA (Brad Dudley/Jim Prieger)
- C. Katie Dodds confirmed ASLC meetings will be held at a new date and time next year due to ASLC members' schedule conflicts. Petra Rickertsen will work with members to determine the best meeting time.
- D. Seta Khajarian confirmed that WASC already received any Program Review samples they would obtain, so no time is needed to be spent on grammatical corrections.
- E. Kailee Rogers responded that only PGBS Program Reviews have been submitted; others will be populated in Google Drive once received.

VIII. Adjournment

- A. The next ASLC meeting will be on January 10, 2022 in the Page Conference Room.