

Advancement of Student Learning Council

Minutes

April 26, 2022

2:00 p.m. - 4:00 p.m.

Zoom Meeting

Members Present: Katie Dodds, co-chair, School of Law
Brad Dudley, co-chair, Student Affairs
Jacqueline Dillion, Seaver College
Lee Kats, Vice Provost, ex officio
Seta Khajarian, Office of Institutional Effectiveness
Kim Miller, Director of Online Learning
Jim Prieger, School of Public Policy
Jeremy Whitt, University Libraries
Tonya Wood, Graduate School of Education and Psychology

Members Absent: Charla Griffy-Brown, Graziadio Business School
Heather Thomson-Bunn, Seaver College

I. Welcome and Opening Remarks

A. Brad Dudley opened the meeting at 2:00 p.m.

II. Business

A. The Advancement of Student Learning Council approved the March 22, 2022 meeting minutes.

III. Program Reviews

A. Katie Dodds and Brad Dudley presented their Online MS in Business Analytics Program Review findings summary.

1. Commendations: The program's awareness of weaknesses and attempts to address changes was commended. Adding classes in response to student feedback was commended, particularly as the program is young without much time to make such changes. Using indirect data to make program improvements was commended. A reviewer commented that these PLOs were among the stronger ones seen in this year's program reviews, though could still use revising. The program breadth is recognized, and students are

requesting more depth, so a reviewer recommended considering whether this is an opportunity to create program emphases.

2. Recommendations: It was noted that this program was difficult to review as it is a young program without much yet to review. Creating a mission statement was recommended to define the program's purpose (it was commented that the mention of the program's purpose being to raise money must be removed), and support the program's path moving forward. Alignment and sequencing, co-curricular experiences, faculty overview, and budget were commented to be missing. These were noted as opportunities for investigation. A reviewer commented that the section on resource allocation stated that there is no funding, yet people are paid, so this should be described; also that they are adding electives and classes that was stated would not have an impact, but how they will fund hiring new, or supplementing current, faculty to arrange these classes should be detailed. Continuing to collect data was encouraged as reviewers agreed the program is on a good track though facing the challenge of assessment having little to work with as a young program.

- B. Members discussed in what ways Program Reviews and Flash Reports are accessible to the public, and what next steps should be to address this. A member noted that Deans should review any document for an opportunity to remove sensitive matter before posting publicly. A member commented on this falling in line with the Information Sharing outcome/goal.
- C. A member commented on the growing list of topics for ASLC to discuss with the Deans, which might be presented at the Deans' September meeting. This list should first be brought to Vice Provost Kats for review. Members were reminded that ASLC should have a regular presence at the Dean's Council meetings.
- D. Jeremy Whitt presented an Online MS in Management and Leadership Program Review findings summary. Heather Thomson-Bunn included findings in the rubric.
 1. Commendations: The reviewer commended high student satisfaction scores, interesting co-curriculars, multi-month capstone and other projects, cross-cultural teams, and that students are drawn to the program because of its mission. It was noted that the improvements to date with curriculum changes, virtual workshops, and addressing sequencing issues make the program appear to be on the right track.

2. Recommendations: It was noted that this program was difficult to review as it is a young program without much yet to review. Recommendations included continuing to grow the program, maintaining satisfaction and the co-curriculars, and being responsive to student needs. Collecting more data in the lines of assessment and alumni feedback, and revisiting broad goals and PLOs to be measurable and defined, were recommended. Including a focus on the University's mission was recommended as the review states applicants are drawn to the program because of it.
- E. Tonya Wood presented a CSOL: JD Program Review findings summary. Charla Griffy-Brown included findings in the rubric.
1. Commendations: Overall, this was noted to be a strong program review. A reviewer commented that after reading the program review they know the law school, understand the goals, mission, coursework, curriculum; how those fit together; and how the goals and mission are being implemented through the PLOs, coursework, and program activities. Outlining the practical, internship, and clinical service experiences, and including curriculum change impact assessment were commended.
 2. Recommendations: Providing benchmarks to better evaluate emerging trends, and adding description of instructional methodologies that provide context for the section's evaluations were recommended. More direct articulation of existing DEI efforts (noted in course listings, titles, service opportunity placements, etc.) was recommended. A member recalled that in February the ABA similarly noted specific discussion of cultural competency, DEI issues, and where those appear. Faculty demographics and discussion of faculty retention and recruitment was recommended.
 3. Questions: A reviewer commented on appreciating the titled categories as they captured the essence of the competencies, and asked whether this was school-specific. A member clarified these will be PLOs in the future.
 4. Katie Dodds noted that the new template developed for the WASC visit was used in this Review, which made it easy to write; this was connected to the commendations on the reviewers' ease of reading the Review which may be attributed to the new format.
- F. Brad Dudley shared that the ICA Program Review is the final review for the year, and will be submitted to ASLC soon. Tonya and Charla will review and present their

findings at the ASLC Retreat. Members were thanked for their diligent work to complete reviews before the Retreat.

IV. Review ASLC Letters

- A. Katie Dodds and Brad Dudley presented the MSAF, MSRE, MSOD, and Online MBA Program Review cover letters. Members were encouraged to share comments and suggestions. These will be sent to the schools as soon as possible.

V. ASLC Retreat Agenda Review

- A. Seta Khajarian and Brad Dudley provided details on the drafted ASLC Retreat agenda. It was clarified that discussion around improvement processes would include adding an ILO section to the program reviews and revisiting the ILOs to learn if the schools can better align and reduce them. Members discussed using retreat time to address WASC Recommendations regarding ASLC roles and responsibilities around assessment, PLOs, and ILOs; what might be brought to the Dean's Council; and updating this language on the ASLC website to clarify expectations externally. An online folder of Retreat discussion materials will be created and shared with members.
- B. Equity in Assessment was mentioned as a Retreat discussion topic with articles for review. Brad Dudley suggested for this to be pushed to the first meeting of the 2022-2023 year to set the tone and allow more time for discussion.
- C. Vice Provost Kats was asked for insight into ASLC's historic purpose. It was explained that ASLC was started in response to the last WASC reaccreditation in order to organize thoughts around assessment and learning. Now that there are protocols in place, it was suggested to members to refamiliarize the Deans and schools with ASLC as an entity deeply concerned about teaching, learning, and meeting goals set forth as a University; reevaluating ASLC's purpose in context of schools, Deans, and OIE.
- D. Petra Rickertsen requested members share dietary restrictions and preferences as soon as possible so these will be accommodated at the Retreat.

VI. Adjournment

- A. The meeting adjourned at 2:58 p.m. The next ASLC meeting will be the ASLC Retreat on May 20, 2022 at the Pepperdine Beach House.