



Advancement of Student Learning Council

4 February 2025 | 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

Members Absent: Lila McDowell Carlsen, Interim Vice Provost

I. Welcome and Business

- A. Mark Roosa, Chair opened the meeting at 12:30 p.m. with prayer.
- B. The Advancement of Student Learning Council approved the 3 December 2024 meeting minutes.

II. Academic and Co-Curricular Checklist Review

- A. Members reviewed draft checklist revisions and discussed ensuring uniform language between the program review document and the checklists. It was commented that because the term 'diversity' remains undefined, more specific data requests should be considered to be used instead, with examples of student demographic and enrollment data provided. Members discussed the purpose of the checklists, and it was requested to clarify whether this will replace the form or supplement it. The feedback discussed will be incorporated and the checklists issued to members for review in advance of the March ASLC meeting.

III. Faculty Information Sharing Session Next Steps

- A. A Program Review Workshop proposal draft was presented. Members discussed the workshop's purpose, activities to fulfill the learning objectives, practical dates and locations, potential participants, and budget. Main features include sharing the 'why' and 'how' of the program review process, providing information on ASLC's role and what follows after submitting program reviews, and time for asking questions and collaborating real-time on the process. It was suggested to invite one to two faculty from programs undergoing review, their assistant and divisional deans, one to two

OIE representatives, and three to four ASLC members. The Calabasas seminar room was a proposed location. Clarifying the session's objective so that it works together with the support OIE already provides faculty and staff of programs undergoing review was suggested. The feedback will be integrated and the proposal shared again with members at a later date.

IV. Program Review

- A. Kim Miller presented a Seaver Communication: Advertising program review findings summary.
1. Commendations: The program's curriculum changes since the last review, recognition of emerging trends and student preparation for them, and evidence of student learning in courses were commended.
 2. Recommendations: Considering ecommerce and gaming platforms as spaces to encourage student learning toward emerging trends was suggested. Investing in faculty development was recommended to support curriculum design around emerging trends. Distinction from or integration with the IMC degree is recommended to consider as it was suggested sharing resources could support both program's needs. It was commented that this is another program review among many which notes needed resources of faculty, facilities, and technology.
 3. Members were reminded that mapping to the new ILOs will be accomplished for next year's program review cycle as program reviews submitted for this year were completed before the new ILOs were fully adopted.

V. WSCUC and ALO Updates

- A. To ensure members' adequate preparation for their WSCUC special visit meeting, it was suggested this be the main topic for the March ASLC meeting. Process and scope updates are being provided to each school. All sessions will occur online, though OIE will host an in-person session in Malibu. Dates will be added to ASLC members' schedules once dates finalized. The executive summary was shared along with the full report for review. Members were reminded that employees and students will be invited to submit feedback to WASC via email before the last day of the visit.

VI. Adjournment

The meeting adjourned at 1:36 p.m. ASLC will next convene on 4 March 2025 in the Braun Conference Room and via Zoom.