

**Advancement of Student Learning Council
Minutes**

September 14, 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
 Lee Kats, Vice Provost, ex officio
 Seta Khajarian, Office of Institutional Effectiveness
 Kim Miller, Online Programs
 Dean Mark Roosa, University Libraries
 Michael Shires, School of Public Policy

Members Absent: Heather Thomson-Bunn, Seaver College

Guests Present: No Guests

I. Welcome and Opening Remarks

Chair Tonya Wood opened the meeting at 1:00 p.m.

II. Business

The Advancement of Student Learning Council approved the August 15, 2022 meeting minutes.

III. WSCUC

Seta Khajarian provided internal and external WSCUC updates, and reminded members that some ASLC members service on the WSCUC Steering Team.

- A. External updates included that WSCUC is revising their standards so that the 41 CFRs align. There are 2 new CFRs, and discussions inviting feedback will help shape the handbook by the end of fall. WSCUC is emphasizing that schools showcase the impact of their action beyond only showing an action plan. For Pepperdine this means a need to show WSCUC the status of and metrics resulting from action around DEI. A member remarked that University leadership is asking for progress report bullets so this data should be fairly detailed in terms of progress made. It was asked whether this emphasis will affect how ASLC reviews programs. It was clarified that this is part of the forward-looking plan, with a first step being ASLC introducing ILOs in the upcoming program reviews, then potentially adding equity progress questions in future reviews.

- B. Internal WSCUC related updates included a note that Recommendation #1 must be addressed as it refers to showcasing accelerated progress in all things DEI. WSCUC Steering Team subcommittees are formed along with subcommittee chairs, with the understanding that subcommittees will meet 6 to 8 times. The main committee will have 3 meetings in the first year (2022-2023), with the plans of writing a Year 1 report showcasing status and progress in response to WSCUC's recommendations.

Chair Tonya Wood provided a review and led a discussion on the WSCUC Report Recommendation #5 and ASLC's relationship with implementing action to address it. Conversation from the August ASLC meeting was referenced regarding budget and resource planning, and closing the feedback loop through tracking MOU completion. Seta Khajarian announced that the checklist sent with program reviews has been edited to include a final item of sharing a copy of the MOU with ASLC and OIE. Collecting this data and connecting it with the deans was suggested to contribute to the information sharing piece. A member suggested adding MOUs to an annual deliverables checklist for deans. MOUs were clarified to be agreements between two parties: the academic department (deans) and Provost. It was asked whether leadership consults MOUs' budget requests during the budget allocation process, and it was clarified that these should be considered when the deans present their budget requests. A history of MOU commitment was provided concluding with MOUs now being a clear expectation so they should be received with increased regularity; last year's MOUs should be received around November.

- A. Members discussed incremental budgeting compared to incentive based budgeting and how this impacts a school's ability to request funding.

IV. Review and Finalize ILOs

Seta Khajarian provided an overview of ILOs and purpose for their review, and will send an additional 2 page description on this before the next meeting.

Members worked with a printed version of the worksheet as well as an online version ([WiP ILOs Proposed - ASLCWordsmith/Reduce 2022](#)). Discussions ensued regarding the ILOs, language around combining them while maintaining their integrity, and how they do not change the university's core commitments/mission/values but fit under them as they are more refined. A member noted that if people are asked to respond to these, they should be more specific as complex statements are complicated to evaluate. Notes were made directly to the tracking document for future reference, Seta Khajarian will provide further wordsmithing, and the ILOs will be finalized at the next ASLC meeting. Then ASLC members or OIE will take these ILOs back to the divisions for their review.

- A. Seta Khajarian noted that the main purpose should be eliminating repetition rather than decreasing the number of ILOs, though changes may result in a reduction in the number of ILOs. ASLC may identify information that is missing to add to ILOs. The format can take shape outside of the table as it currently sits.

V. 2022-2023 Program Review Schedule

Seta Khajarian announced that members should now sign up for program reviews, noting that the HuTE division is pushed to fall due to program changes, that the first will be received in October or November, and that members should sign up for enough so that there is an even split in work between members. Petra shared the [2022-2023 Program Review - ASLC Review Sign Up Sheet](#).

VI. ASLC Flash Report Discussion

Brad Dudley reviewed Flash Report context pertaining to ASLC's work on it, and requested members' support to make the information more digestible. Once the data is set, IMC will be recruited for support in showcasing the data professionally. Members were reminded this is an important piece for information sharing: ASLC sharing about their work can become part of community conversation. Members were reminded that the audience is UPC, UAC, and the Dean's Council in that ASLC can share with these committees at the end of the year or in late fall what was accomplished the year prior.

- A. A member noted the benefit for an ASLC member to participate in the Information Sharing WSCUC Steering Team subcommittee.
- B. Members discussed how to collect consistent data on the number of students impacted. Charla Griffy-Brown will ask Lex if numbers can be pulled for PGBS programs reviewed and Katie Dodds will review the number of students for CSOL.
- C. Ideas were discussed for how to convey the data visually and notes were taken. Chair Tonya Wood and Brad Dudley will revise the edition and share with IMC to create a draft, then report back to ASLC to ready the document for sharing.
- D. A member asked about the appropriateness of including a point on how ASLC has increased awareness and encouraged a culture of assessment within the academic community. Members affirmed that this has occurred, which may be namable in the quality of program reviews received in the last year, and lessened pushback in the process, while recognizing most reviews came from the same school so it is yet to be seen whether this is the case more generally when programs are reviewed this year.

VII. Response to Outstanding ASLC Questions

Seta Khajarian confirmed these were addressed organically throughout the meeting.

VIII. Equity in Action Milestones

Chair Tonya Wood affirmed that the equity theme will appear each meeting, reiterating the purpose being for members to consider what equity means for ASLC as a University council, how members can include each other, and how to showcase and communicate information. Notes from the previous ASLC meeting's resource discussion were revisited, particularly around responding to DEI as a faith-based institution. Chair Tonya Wood lifted up the ILO conversation from this ASLC

meeting as an example of doing well. Suggestions were noted for acknowledging where connections happen already, which might be explored through assessment processes attending to needs of this diverse community, rubrics being strength-based, and communicating findings in a way that fosters a culture of community. Chair Tonya Wood referenced two articles responding to the previous discussion about building trust in students of color regarding feedback received from instructors: [Breaking the Cycle of Mistrust](#) and the [Mentor's Dilemma](#).

IX. Adjournment

The meeting adjourned at 3:00 p.m. The next ASLC meeting will convene on October 12, 2022 in the Braun Conference Room and via Zoom.