

## **Advancement of Student Learning Council Minutes**

26 September 2023

1:00 p.m. – 3:00 p.m.

Braun Conference Room and Zoom

Members Present: Tonya Wood, Chair, Graduate School of Education and Psychology  
Lila Carlsen, Interim Vice Provost, ex officio  
Jacqueline Dillion, Seaver College  
Katie Dodds, Caruso School of Law  
Brad Dudley, Student Affairs  
Seta Khajarian, Office of Institutional Effectiveness  
Kim Miller, Online Programs  
Jim Prieger, School of Public Policy  
Dean Mark Roosa, University Libraries

### **I. Welcome and Opening Remarks**

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

### **II. Business**

A. The Advancement of Student Learning Council approved the 10 May 2023 meeting minutes and 9 August 2023 ASLC Retreat minutes.

### **III. Program Reviews**

A. Seta Khajarian briefly presented the program review timeline and history. It was noted that programs which receive a federal or specialized accreditation review provide this material to ASLC with added detail addressing connections to Pepperdine mission, rather than producing the traditional review. Such programs' ASLC program review cycles are synchronized with their external reviews to minimize program workload. Assessing program review cycles for efficiency and usefulness was proposed as an ASLC Retreat item. Adapting the process per program was suggested.

B. Previous program reviews are linked in the sign up document to allow cycle over cycle comparison. Kailee Rogers will notify ASLC when programs' documents are available in the shared Google Drive. It was clarified that the GSEP - Psychology programs are being reviewed as one. Reasoning and logistics were discussed. It was confirmed that the rubric is the same as last year. To accommodate the anticipated receipt timeline, members decided to not convene in December and add a virtual May meeting to complete program review presentations prior to the Retreat.

### **IV. Flash Report Summary**

A. Chair Tonya Wood reviewed the project's history. A member noted that the 2021-2022 Flash Report Summary is accessible on the ASLC community website. Members discussed the 2022-2023 resource. Formatting suggestions included an "areas for growth" section to feature themes of "resources", "alumni connections", and "cross-school collaboration". "Research" was suggested as a success theme. As it is a high-impact practice, this will be

especially important to highlight when the completed resource is presented to UPC and featured in the OIE newsletter. It was suggested to provide programs pending review with an example of a strong program review in pre-review packets.

- B. Members discussed high-impact practices (HIPs). It was reported that the University aims to draw more attention to HIPs, namely through adding an element on Annual Student Achievement Reports (ASARs) and revisiting course codings. Pepperdine's HIP data tracking, evaluation, and access were revisited. Members discussed responsible parties for monitoring and communicating updates. The ACLU's framework for what constitutes a "HIP" was presented. It was reported that a University can adopt these HIPs, then add items. Parties responsible for maintaining this list and course coding were discussed. A member identified that the HIPs course coding arose from a WSCUC visit recommendation. It was clarified that the HIPs apparatus is specific to undergraduate degree programs as they are expected to address professional competencies; education with which graduate students are expected to arrive. It was clarified that Kailee Rogers will provide divisions with details about HIPs' addition to ASARs, and Committee members were invited to do the same at their discretion.
- C. Memorandums of Understanding (MOUs) processes, types, and benefits were reviewed, as part of the WSCUC recommendations. Closing the program review loop through attention to MOU accomplishment was discussed. Brad Dudley, who co-chairs the WSCUC Special Visit Recommendation #5 Subcommittee, presented the MOU progress dashboard. It was suggested that this supplement, rather than replace, a physically signed document. Members were encouraged to identify ASLC's potential to support programs in the budget proposal process. Measuring program developments arising from program review processes was described as ASLC's opportunity to participate in the University's strategic process.

## **V. ILOs Community Feedback Summary and Next Steps**

- A. Seta Khajarian reported that community feedback was well received and that the project is on schedule. Twenty-nine respondents provided 110 comments. Members were reminded of the various avenues employed to invite community feedback. The resulting five ILOs were presented and members' final insight requested. Terms changed between ILO iterations were discussed. Members acknowledged the importance of clearly communicating purpose within the ILOs. ILOs purpose to differentiate this institution from others, while uniting all Pepperdine schools' variety of interests, was named. New ILO assessment processes were reviewed. A member expressed the aspiration that the process will encourage programs' critical review of achievements and gaps.
- B. Next steps were reviewed, including final ILO presentation to the Academic Affairs subcommittee of the Board of Regents, Deans, UPC, and UAC, school presentation about mapping PLOs to ILOs, and future ILO reports. OIE plans to produce reports every 3 years, highlighting program adaptations arising from the program review process.

## **VI. Adjournment**

- A. The meeting adjourned at 3:00 p.m. ASLC next convenes 24 October 2023 via Zoom.