

Advancement of Student Learning Council
Minutes
February 9, 2021
12:00 p.m. - 1:30 p.m.
Zoom Meeting

Members Present: Charla Griffy-Brown, Chair, Graziadio Business School
Katie Dodds, School of Law
Brad Dudley, Student Affairs
Seta Khajarian, Graduate School of Education and Psychology
Bryan Reeder, Office of Institutional Effectiveness and Assessment
Michael Shires, School of Public Policy
Jeremy Whitt, University Libraries
Ildiko Hazak, Recorder

Members Absent: Lee Kats, Vice Provost, ex officio
Heather Thomson-Bunn

I. Welcome and Call to Order

A. Charla Griffy-Brown opened the meeting at 12:00 p.m.

II. Business

A. Approval of the Minutes

1. The Advancement of Student Learning Council approved the January 26, 2021 minutes.

I. Interim Chair(s)

A. Charla noted that they need to select a new Seaver rep. Charla confirmed that Katie Dodd and Brad Dudley will be the interim chairs. Charla noted that next month there will be a change and the new chairs can set new norms. Charla commented that she does not plan on leaving. She will still represent PGBS this semester.

B. Charla asked the ASLC members whether their schools are planning to be on campus or off campus. Mike Shires commented that SPP has been planning to come back on campus if the university opens for students who want to be on campus. If the university opens, SPP's plan would be to have the hybrid classrooms. It is highly unlikely that students would come back on campus at the

end of March if the university reopens. Charla noted that PGBS is online until the fall. Jeremy Whitt commented that he heard that the library may open if they get below 25 cases per 100,000. Charla commented that PGBS is already discussing the types of hybrid models they will be using. The real issue is the prioritization of the students. PGBS has 4,000 – 5,000 students in different programs. They also have to manage faculty at risk. Brad commented that Student Services is busy. They have a small population living on campus. Brad noted that about 120 students have been on campus since the beginning. Once the athletics teams were allowed to begin practicing, that population increased a little bit more. Charla commented that at PGBS they are planning on another virtual graduation.

III. What Programs are Coming In for Review

A. New Protocol for Request(s) to Postpone Program Reviews

Seta had a question regarding program reviews for 2021-2022. She asked: “Does OIE meet with the assessment coordinators? Is this a communication that goes with the ASLC letterhead? Seta commented that now they have a protocol at OIE. If anyone wants to request a postponement of a program review, they need to fill out a form, so OIE understands the reasoning behind it. Charla asked Seta when would be the due date to postpone the program review. Seta responded that if ASLC is sending the invite, this could be a part of it, if they cannot meet their review for that academic year, they need to fill out the form. If OIE is sending the invite, then they can include it. Charla commented that in terms of protocol, in the past, Lisa and OIE would follow up, because OIE has all the guidelines and tools. There were several follow ups in the fall and January. Seta commented that she will take this information to the OIE team and try to figure out the protocol. Mike Shires asked whether there are any instruments that are being used in grad schools about the written communication core competency or people are just going with their normal reviews. Seta responded that core competencies are usually applied to undergraduate programs. Seta will follow up on this. Mike noted that in the program reviews that they looked at for various programs, there is a section in there on competencies even for graduate degree programs. Seta commented that core competency can apply differently to different programs. Seta can work with the representatives of different schools. Seta will have a meeting with the WASC rep in the next four weeks. Seta will add this to the questions to make sure that they are following guidelines. Charla commented that core competencies are focused on undergraduate programs, however if there are connections to the graduate schools, that is great. The ability to draw from that data to see progress over time is great. Charla asked: Will WASC make core competencies a requirement in graduate schools? Charla noted that they need to understand where in the programs they might be already collecting data for core competencies. Seta will report back to make sure that they are in compliance. Charla noted that this should be added to the agenda.

IV. Updates for the Program Reviews

- A. Bryan noted that he has to follow up on General Education. There is a report, but there is nothing concrete yet. Intercultural Affairs is not doing assessment this year. The Volunteer Center is doing an assessment this year. Brad is working on the Volunteer Center assessment. Heather is working on the core competency of written communication. Bryan asked who to contact regarding Language and Speech and Rhetoric. Seta commented that she will update Ryan regarding Language, Speech and Rhetoric. Seta noted that this might be pushed to next year, because it should be together with the Language Program. Seta asked Bryan to share the document from General Education. Brad commented that Intercultural Affairs was pushed to next year. Rebecca will start on that in late spring. The internal study for the Volunteer Center is complete. It is only missing the external reviewer. They are pushing the external review until next fall. Charla noted that there will be a lot of program reviews next year. Seta commented that business alone has 18 programs next year. Seta asked Charla whether the 18 programs are done separately or are they lumped together with similar programs. Charla responded that there are 18 different programs that are done separately. Traditionally it may take six months to complete. Charla noted that she thinks there will be around 22 to 25 programs next year. They are going to have to divide them by months. It is going to take about six months. The letters will be going out later. Some are going to get the letters in May or June and some are going to get them in July and August. Seta asked to put in the June agenda that the OIE office will send out the letters. Charla noted that typically OIE sends that communication.
- B. Charla commented that Katie and Brad will be the co-chairs for ASLC. They have to work with Lee to identify a Seaver rep to work with. Bryan commented that his recommendation for Seaver rep is Tom Vandergon. He is in the biology department. Bryan noted that Tom Vandergon and Matt Joyner understand assessment and they see the value in it. Their reports are always very well written. Bryan would recommend both of them as a Seaver rep. Charla will reach out to Lee regarding the Seaver reps.
- C. Charla asked whether Written Communication will be reviewed. Bryan commented that Charla is correct. Written Communication is up for review. Heather is working on Written Communication. Brad commented that Intercultural Affairs and Volunteer Center will be done next year. Charla noted that they are still waiting to confirm General Education, Language, Speech and Rhetoric. Seta commented that the Language program review will be next year. Charla commented that they need to verify Speech and Rhetoric also. Brad commented that for Student Affairs, if somebody requests to move their program review, Brad will want to approve that. Brad suggested that maybe they should ask IT to set up an e-sign form, so it can have routing.

V. March 8 ASLC Meeting Topic

- A. Dr. Lila McDowell Carlsen would like to present during the meeting on March 8 on the EAB project. Ildiko will email the agenda Google document to Katie, Brad

and Seta. Ildiko will send the invite to Dr. Lila McDowell Carlsen. Seta, Katie and Brad will decide when the best time will be for Lila to present on March 8. Charla asked what is EAB. Seta responded that it is the Education Advisory Board. Seta suggested that maybe Lila can share the PowerPoint ahead of time so the Council can read about EAB. Charla commented that it would be good to use this opportunity to connect with UAC, since she is the UAC chair. Also, on the agenda, it should be noted UAC, connecting on critical questions around our communication. Charla suggested that maybe ASLC would want the chair of UAC come once a year and present at the ASLC meeting. Seta noted that Lila will talk about the project she is involved with in her fellowship and UAC. On March 8, Katie and Brad will start the ASLC meeting and Charla will join the meeting later. Seta asked the ASLC members when was the last time that ILOs have been revisited. Charla commented that the ILOs were revisited when the strategic plan was developed by Andy Benton. Seta commented that they are trying to correct some of the ILO and PLO alignment forms. OIE is trying to match the language. As soon as OIE has the new printout in a poster, Seta will share that with the ASLC members. Charla noted that at the next meeting the retreat meeting date can be set.

VI. Adjournment

- A. The ASLC meeting was adjourned at 1:02 p.m.