Advancement of Student Learning Council
Minutes
November 11, 2019
12:00 p.m. - 2:00 p.m.
Page Conference Room, TAC 316

Members Present: Charla Griffy-Brown, Chair; Graziadio Business School
Lisa Bortman, Assistant Provost for Institutional Effectiveness, ex officio
Katie Dodds, School of Law
Brad Dudley, Student Affairs
Lee Kats, Vice Provost, ex officio
Seta Khajarian, Graduate School of Education and Psychology
Michael Shires, School of Public Policy
Heather Thomson-Bunn, Seaver College
Jeremy Whitt, University Libraries
Ildiko Hazak, Recorder

I.   Welcome and Call to Order
       A. Lisa Bortman opened the meeting at 12:07 p.m. in the Page Conference Room.
II.   Business
       A. Approval of the Minutes

             1. The Advancement of Student Learning Council approved the October 14, 2019 minutes.
III. Timeline Material

       A. Lisa reviewed the OIE website and the timelines. Lisa commented that the thematic pathway timelines have to be created so they show what the deliverables are. WASC will be here in the fall of 2021. Lisa noted that reviewing the program review guidebook, ASLC has to decide what changes should be made, what technology should be used and what data should be used. OIE provides programs with alumni data and also provides them with survey data and student enrollment data. Sometimes the programs don't use the data. Lisa read the Philosophies program review. The enrollment data, survey and alumni data were not used. Charla commented that the guidebook should specify a checklist.

       B. Jazmin Zane presented on program review. Jazmin showed the Student Success Center program review data. Jazmin reviewed the student retention rate and how many students graduated. Lisa commented that specific questions should be used when it comes to retention data. It looks like Student Success Center does not know what to do with the data. Brad commented it would be easier if the data table went to them with explanations and they can comment on them. Lisa commented that it is important to look at enrollment trends and student success

trends for programs. Lisa asked, if the programs receive a one-page summary instead of the report, what would be the most crucial information on there.

Jazmin commented that Student Success Center switched over to NSSE, which is a nationally recognized survey. They used the dashboards that OIE provided. Lisa provided background stating that these surveys have 150 questions. OIE created a dashboard where programs can put in aspects they want to look at. They can pull up their own data. Lisa commented that when OIE does the alumni survey, the survey should come from faculty members' accounts, so they get more responses. Lisa commented that OIE does not receive too many responses from alumni for the survey. Lisa noted that if they receive the results they respond. Lisa commented that alumni should receive a one-page executive summary.

Jazmin presented the survey data: incoming students survey data, business school annual survey, law school survey and alumni survey. OIE also has the Gallup Survey that has national data. Seta asked if there is a survey for graduate schools. Jazmin responded that NSSE survey is for undergraduate students only. OIE doesn't have national survey for graduate schools. Jazmin commented that the alumni survey is a 100-page report. OIE tries to work with divisions so they can add their metrics to the survey. Jazmin commented that these are Seaver alumni surveys. Jazmin commented that OIE wants to make sure to provide useful data that is not overwhelming. Jazmin commented that OIE is trying to put the reports up on their site. Lisa commented that OIE tries to give the programs the full report. OIE can pull out from the report a couple of data and provide it for program review.

Charla asked what about return of investment. Questions could be aligned with the university mission. OIE could give the programs questions and ask that they need to respond to this page. OIE can put three metrics on one page and ask for a response. Lisa asked what types of value questions should be added. The business school added the below question: academic rigor by student loan amount. The Gallup survey ties rigor to the value of the degree. Students who have found their degree rigorous found value in their degree. Students who did not have rigor, they did not find their degree valuable. Seta asked how many alumni completed the survey. Jazmin responded that 147 business alumni responded out of 1,572 solicited. Brad asked what is the average response rate. Jazmin responded that the average response rate is low. OIE usually gets 20-30% response rate. Lisa commented that there is too much data and OIE would like to cut it down. OIE could cut the data down to one-pagers instead of full reports. Lisa commented that OIE has five years of data. OIE could choose some metrics to put in the program review itself.

C. Charla looked at the timeline material with the ASLC members. Charla commented that she is involved with UAC. Lisa commented that for Information Sharing, ASLC should come up with a one-pager and for Product a one-page graphics report should be created. Lisa asked who is going to be responsible for the graphics. Lisa noted that

ASLC could talk to the marketing department because they do graphics. Brad worked with IMC on the information graphics in the past. Seta suggested to use Canva, which is a free graphic-design tool website.

Sign up

Program

1. Edit Guidebook
   a. Academic – Mike Shires, Heather Thomson-Bunn
   b. Nonacademic - Brad Dudley, Jeremy Whitt
2. Student Involvement/ Faculty – Katie Dodds
3. Graphic/Template – Charla Griffy-Brown, Brad Dudley
4. Governance – Charla Griffy-Brown

Annual Assessment

1. Defining the Degree – Katie Dodds, Seta Khajarian
2. Rubric/ Benchmark – Lisa Bortman, Seta Khajarian
3. Graphic – Katie Dodds, Seta Khajarian
4. Student Involvement – Katie Dodds, Seta Khajarian

D. Seta went over the student involvement in Assessment Program Review. Students in graduate schools will not be able to meet many times a year. It is a big commitment for the students. Charla suggested that business school students could do electronic meetings. Charla noted that it would be reasonable to meet three times a year. Lisa commented that students never get a chance to read the program review. Lisa asked what if the students had a chance to weigh in on the conclusions. Lisa also asked what if there would be a group of students who read program reviews. Mike commented that student involvement has not worked in the past. Lisa commented what if ASLC offered a program and trained students to evaluate certain components of program review. Students would receive a rubric that they could work from and they would get paid. The students would be like consultants.

IV. Finalize Dates for 2020 ASLC Meetings

A. The ASLC face-to-face meeting dates will change:
   ▪ from January 13 to **January 24**
   ▪ from March 9 to **March 27**
   ▪ May retreat date has to be determined

VII. Adjournment

A. The ASLC was adjourned at 2:00 p.m. The next meeting is scheduled for December 9, 2019 from 12 p.m. to 2 p.m. in the Lamb Conference Room (TAC 139).