

Advancement of Student Learning Council
Minutes
October 22, 2020
8:30 a.m. - 10:00 a.m.
Zoom Meeting

Members Present: Charla Griffy-Brown, Chair, Graziadio Business School
Katie Dodds, School of Law
Brad Dudley, Student Affairs
Lee Kats, Vice Provost, ex officio
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: Heather Thomson-Bunn, Seaver College

- I. Welcome and Call to Order
 - A. Charla Griffy-Brown opened the meeting at 8:35 a.m.
- II. Business
 - A. Approval of the Minutes
 1. The Advancement of Student Learning Council approved the September 14, 2020 minutes.
- III. ASLC Program Reviews Themes Report
 - A. Charla commented that she and Bryan had trouble accessing the link to the themes report. Bryan and his team did not have access to the link. Charla asked Bryan, when he gets access, to share the link with everybody at ASLC. Charla commented that this was the actual theme report essay for program review. Charla finished it and put it on the Google drive. Seta and Heather provided some input to the themes report. It was submitted on July 6. Charla will reach out to Lisa also regarding getting access to the link.
- IV. Standard 2
 - A. Bryan will review the details before discussing Standard 2. Charla noted that she was not involved with Standard 2, so she is not familiar with it. Seta told Bryan that she can help with Standard 2.

V. Update on Program Reviews

- A. Charla commented that the group will go through the list of program reviews for this year and their due dates. Bryan has a list but he doesn't have the dates.

Program reviews for this year:

- PGBS and AACSB are due this year.
- Under General Education, Language; Speech and Rhetoric are due.
- Under Student Affairs the Volunteer Center is due.
- The ILO that is scheduled to be assessed is Diversity.
- The Core Competency that is scheduled to be assessed is Written Communication.

Charla commented, regarding PGBS, that she has not heard anything from the Associate Dean of Academic Affairs. Charla will find out what the status is. Charla noted that PGBS does encompass 12-18 programs. Mike Shires asked Charla that since they are changing platforms for the rubrics, are they ready to review these. Mike asked whether they have the infrastructure and whether they have links or connections to it. Mike suggested it would be worth getting somebody from OIE, who has worked on these before, to do a trial run with the first one that comes in to make sure that the infrastructure is in place. Charla responded that it would be good to have someone from OIE to be involved. Charla asked the ASLC members, who did the program reviews, to see what did they think about the process. Seta commented that the Goggle form worked very well last time. Katie agreed and noted that it was very simple and it was a positive experience. Brad commented that there is a manual work that someone at OIE has to do. Brad noted that here was only one glitch, but otherwise the system worked well. Kailee worked on these last time on the OIE side. Charla asked whether Kailee could come to the next ASLC meeting. Kailee transferred the information from the Excel spreadsheet into the letters. Charla commented that there are different directors who are responsible for the different programs. OIE can host a list to show which director is responsible for a certain program. Brad commented that OIE did its review last year and it was the test for the non-academic review. Charla suggested that maybe they should review what the OIE letter looked like.

- B. By the next meeting, Charla will get access to the essay. Heather can share her input regarding the things that were highlighted in the theme report essay. ASLC will review Standard 2 at the next meeting. Charla asked Bryan if Kailee could come to the next ASLC meeting and walk the group through this process. Charla asked Bryan to reach out to those who are supposed to do program reviews to determine when their due dates are. Charla will reach out to PGBS. Bryan asked who is assessing ILOs. Charla replied that OIE is assessing ILOs. Seta commented that every program should have a matrix where every PLO is linked to an ILO. The programs and the schools should decide to do one ILO per PLO per year. Charla commented that Lisa would take one or two ILOs a year to assess. Lisa would put together a research plan for assessment, then she would

connect to those individual programs across the schools. Charla commented that this is how Lisa would collect the data and do the assessment. Mike commented that it was crosslinked to the strategic planning assessment too.

- C. Brad asked Lee if there is any update on Lisa's replacement. Lee replied that he and Charla served on a small review committee. There were a lot of applicants. The committee interviewed two people. One candidate was more outstanding than the other. The committee recommended that person to go on to an interview with Provost Marrs. Pepperdine is in the verge of making an offer.
- D. Charla commented that they scheduled some appointments to share out themes from last year. Charla asked Lee if it is still possible to get on the calendars of the deans. She asked whether they should schedule it for January. Charla suggested that it would be good to share the new thematic essay with UPC and the rest of the leadership. Lee commented that April Marshall is going around to the schools and talking about the report in general. Charla commented that it would be helpful to stress this messaging around student success. Charla commented that it would be 5 or 10 minutes. Charla suggested that it would be great for Seta and Katie to be there to present. Lee commented that they can certainly get in front of the Deans' Council. Lee commented that if there are cocurricular and non-academic things, then they should involve the University Planning Committee. Charla commented that it would be also important for Brad to be there, since he is leading the charge of the communications piece. Brad asked whether it would be just a rehash of what April is already doing. Brad asked whether there is a piece of the puzzle that would be helpful to provide for UPC or April has already done the work. Charla asked Brad if he could let ASLC know what his thoughts are after seeing April's presentation. Charla commented that they definitely don't want to repeat things. Lee commented that April is scheduled to go to UPC in January. Lee suggested that ASLC could follow up on two topics after April's presentation at UPC in January. Charla agreed that it is a good plan. Charla commented that they will wait for feedback from Brad on what April is sharing. Lee will follow up with UPC if it is necessary. Seta asked whether April is going to the community at large. Brad commented that April is going everywhere. Brad noted that the only problem is if there are groups of people who are not able to attend. Charla commented that they have to wait and see if there are any gaps and fill in those gaps.

VI. Adjournment

- A. The ASLC meeting was adjourned at 9:25 a.m.