

Advancement of Student Learning Council
Minutes
September 17, 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. Charla Griffy-Brown opened the meeting at 12:17 p.m. in the Page Conference Room.
- II. Business
 - A. Approval of the Minutes
 1. The Advancement of Student Learning Council approved the June 10, 2019 minutes.
- III. Review of Guidebook
 - A. Charla Griffy-Brown shared the Program Review Guidebook with the ASLC members. Lisa Bortman commented that she attended the Times Higher Education World Academic Summit in Zurich, Switzerland. Lisa noted that theme was “Innovations”. They asked the top 30 institutions of the world to come and talk about where they thought higher education is going and how the universities can better prepare themselves. A lot of people were talking about Artificial Intelligence and how it will change education. The institution that hosted is the Zurich Institution for Technology. It is the number one institution in the world. They talked about general education, MBAs and engineering degrees. There is too much information out there now for students. The universities want to make their curriculum more flexible. There is too much knowledge to have any requirements, so students now can pick and choose their subjects. They asked the attendees how many people thought that they had the skills that they need to finish their careers. Lisa noted that hardly anyone there said that they had the skills. People thought that things are changing so fast that they didn’t have the skills that they would need to continue in their current careers. At Harvard, they are focusing on how anxiety affects students. Charla asked how can we reflect this in our program

review process: mental health, changes and anxiety. Charla suggested that we should add a reflection question: How is your program developed so the skills connect with the workplace?

Lisa showed the OIE website and the proposal to the ASLC members. She also showed the accreditation website. Lisa noted that in November the WASC liaison is coming to campus.

Charla commented that every quarter, Graziadio posts the alumni newsletter. These newsletters show the impactful things alumni is doing. Charla said the return on investment is disconnected. All ranking systems now have an element of ROI. Lisa commented that at the conference, USA was the only country that charges tuition. Lisa continued that we haven't figured out a way, to share information so that's its useful for decision making. Lisa commented that there are a lot of challenges to access Seaver alumni data. OIE does a survey six months before the program review. Alumni does not respond to survey questions. There should be a better collaboration with the Career Center for program review.

Lisa commented that these items should be clarified in the Program Review Guidebook: what are the expectations and what is the engagement of various stakeholders. It should be also defined how students and alumni should be represented. Lisa asked what are going to be the action items for ASLC. Lisa noted that the ASLC members definitely have to revise the guidebook. Brad Dudley commented that the most frequent critique about program review is the question about the value of it. People view program review as compliance, as opposed to having some real value. This is the question that everybody is asking: What the university is going to do to my program review? Instead of asking: What am I going to do with the program review? We are not doing a great job of communicating the value of program review. Heather Thompson-Bunn noted that a template would be helpful. The Program Review needs to be circulated. The following should be in the guidebook: here are the benefits to the program, and here are actions the programs can take. Charla noted that today a lot of large companies require a one-page flash report. The flash report came out of a significant project management tool. Charla sent a copy of the flash report to the ASLC members for review.

Charla noted the action items:

1. Guidebook
- 2 Information Sharing
 - a. Adding some element to the process: What do I do with my program review?
3. Student Assessment Day
4. Put Together an Annual Report

Lisa commented that getting alumni data is a challenge. It is hard to get in touch with alumni. Lisa commented that maybe ASLC should engage with the Alumni

office. Data is very hard to collect. In their data base they don't have any information listed.

Charla divided up the Program Review Guidebook:

Charla Griffy-Brown **a. Meaning of Degree**

Katie Dodds and Seta Khajarian **b. Quality of Degree and c. Integrity of Degree**

Heather Thompson-Bunn and Lisa Bortman, **f. WSCUC Core Competencies and General Education**

Lisa Bortman **d. Faculty and Staff**

Brad Dudley and Jeremy Whitt **non-academic guide**

Mike Shires and Charla Griffy-Brown **e. Sustainability: Evidence of Program Viability**

Brad Dudley will think about the template and Charla will do the flash report. Seta suggested to remove sustainability and add it under item number 4. Lisa commented that it should be redefined how the university uses external reviewers. The use of external reviewers has not been very successful. The external review process could be more successful. Lisa suggested that ASLC could bring in the program review authors into the ASLC meeting to improve the internal review. Lisa asked the ASLC members to read their sections and come up with ideas for the next meeting.

IV. Communications

- A. Brad Dudley presented the Program Operations, Reporting and Planning flowchart. The handout presented: What you do with your program review? Charla commented that ASLC should adapt Brad's flowchart for the academic side. Charla reviewed one of the examples of a flash report. She went over a template with the ASLC members. Brad handed out examples of the Student Affairs annual report. Charla said that the annual report format should be adapted for program review. Brad reviewed the annual report and made a list of 8 data points. Brad summarized the information from the annual reports.

V. Timeline for all of our reviews this year

- A. Lisa went over the OIE website with the ASLC members. She reviewed the program review schedule, the Business AACSB accreditation. Graziadio is up for program review. Student Affairs is up for program review next year. The WASC visit year is 2021. Lisa commented that the ASLC members should look at what they are assigned for their timeline, review the Program Review and break it down into steps. Lisa and Charla will review the Program Review Guidebook this month and next month they are going to come up with a proposal and then the implementation.

VII. Adjournment

- A. The ASLC was adjourned at 2:00 p.m. The next meeting is scheduled for October 14, 2019 from 12 p.m. to 2 p.m. in the Page Conference Room (TAC 316) and via Zoom Meeting.