

Advancement of Student Learning Council

Retreat Minutes

May 20, 2022

9:00 a.m. – 2:00 p.m.

Beach House

Members Present: Katie Dodds, co-chair, School of Law
Brad Dudley, co-chair, Student Affairs
Jacqueline Dillion, Seaver College
Charla Griffy-Brown, Graziadio Business School
Seta Khajarian, Office of Institutional Effectiveness
Kim Miller, Director of Online Learning
Heather Thomson-Bunn, Seaver College
Jeremy Whitt, University Libraries
Tonya Wood, Graduate School of Education and Psychology

Members Absent: Lee Kats, Vice Provost, ex officio
Jim Prieger, School of Public Policy

Guest Presenters: Kailee Rogers, Office of Institutional Effectiveness

I. Breakfast

II. Opening Remarks and Business

- A. Brad Dudley opened the Retreat at 9:45 a.m.
- B. Council accomplishments were reviewed and [members shared reflections](#) on their experience serving with ASLC. Members were encouraged to share suggestions for ASLC improvements for next year.
- C. The Advancement of Student Learning Council approved the April 26, 2022 meeting minutes.

III. Program Review Themes

- A. Brad Dudley and Katie Dodds led a discussion on themes which members found across the program reviews. A copy of the template was shared and used to capture discussion topics for the [ASLC Program Review Flash Report 2022](#). Brad Dudley's additional notes can be found here: [ASLC Themes 21-22](#).

1. The Chairs reviewed the purpose of the flash report for apprising about and communicating program review themes to university committees including UPC, UAC, and UMC.
2. Discussed themes included the fact that all program reviews met the standard which has not been the case in previous years, the need for strategic PLO verbiage strengthening and condensing to make them feasibly measurable, bolstering co-curricular activities, revisiting program mission and vision particularly to align with the University's, responsiveness to student voice, the need for programs to align budget with recruitment, good use of a variety of data forms but a need to apply this for storytelling and validating program decisions, and a need for consistency in using the new format as many program reviews not aligning with the rubric this time complicated the process.
 - a) Online program PLOs were discussed in light of WASC expectations and ASLC experience from the past accreditation, with the understanding that they should be distinct yet common with the corresponding on-ground program's PLOs.
 - b) Experiential learning and co-curricular and extracurricular activities distinctions were discussed in how ASLC can encourage programs to engage students through which of these the programs offer or require.
 - c) Members discussed program difficulty with recruiting diverse populations and noted that ASLC should consider how to help.
 - d) Revisiting mission and vision was named as a theme that would support programs across the board to make a statement of how decisions are made and later operationalized. This will also help secure students' program fit as it would promote a better understanding about each program's unique identity, in turn bolstering program sustainability.
 - e) Using the Leadership Module and PLOs was discussed for how they each might better suit specific programs.
 - f) A member asked for a printed version of the rubric so that all information is visible and Seta Khajarian offered to find a solution.

IV. ICA Program Review

- A. Tonya Wood and Charla Griffy-Brown presented their ICA Program Review findings summary.

1. Commendations: The program's description of its history and background, as well as the tours.
 2. Recommendations: Updating the program to fit students' current needs in light of social and political changes which will help the students see themselves in context outside of Pepperdine. Considerations for how to reach marginalized students and students who do not participate in the tours; how to engage more infrastructure for leveraging something important with the program. Growth was shown in student populations for students of color, but students of color were not defined, which is critical to do for data interpretation and metrics to understand engagement of people of color.
- B. A data conversation stemmed from the ICA Program Review where Brad Dudley and Seta Khajarian explained challenges with disaggregating data and the sources.
1. Retention discussion: how to increase, and if possible, take a deeper dive into definitions and sources regarding meaning of belonging; or if there are barriers that limit or create challenges for the FTFT students.
 2. Discussions around definitions of gender, race, etc., which came from CWID self-reported and/or IPEDs definitions.
 - a) Discussion around the above data and retention of who and why.
 3. New discussion and exploration into HIPs and which ones Pepperdine implements across departments/schools and integrate larger, broader sets of HIPs.
 4. Discussion came around if Veteran students are involved with ICA, and/or why it does not fall under ICA.

V. Lunch

VI. ASLC Identity

- A. Seta Khajarian led a discussion on ASLC identity. The [WSCUC's action letter](#) and Visiting Team [Report](#) were resources provided to determine a clear statement of ASLC vs. OIE roles/responsibilities. Members were informed that since OIE is revisiting their mission in two weeks, it would help if ASLC provided clarity on ASLC's role.
- B. The [ASLC Charter Purpose](#) document was drafted
1. The standing Charter language on training was discussed to be reshaped as facilitating and describing what this is. ASARs were named as an OIE role and removed. Broadening language to encompass academic and

nonacademic programs was discussed so that in the future areas like IT are included in review. ASLC's process of review and letter writing was discussed in how this should be phrased to be a positive experience.

2. It was clarified that ASLC is independent from OIE, not under it.
 3. One named ASLC role is sharing information in hopes that data-driven decisions are made to inform processes, particularly with the university committees.
 4. Members unanimously voted to approve the Charter.
 - a) Petra Rickertsen will update the Charter on the website once confirmed in August.
- C. Membership was discussed. Student involvement was discussed with members noting past difficulty finding where students fit in ASLC's work, and that there are other ways for student engagement to be organic such as including students in the program reviews through school-specific encouragement.
1. Petra Rickertsen will update the website's membership information in August.
- D. Tonya Wood was announced as the next ASLC Chair. The co-chair model was discussed and decided unnecessary due to its history and that Tonya Wood will have access to previous chairs for support since they will remain as ASLC members.

VII. ASLC Potential Projects

- A. Seta Khajarian and Kailee Rogers lead a presentation on ILOs which ASLC will discuss updating next year.
1. Notes were made that ILOs have not apparently been revisited since 1997, when they are usually revisited with the mission. ASLC will propose ILO adjustments to the schools for their feedback. It was noted that the hope is for revised ILOs to be adopted in the next 1.5 to 2 years.
 2. Members shared initial thoughts, commenting approval on the timeline, agreement that the new Strategic Plan should guide ILO revision, and a clear ability to condense and combine some current ILOs in that simplification should be one of the main goals of the process.
 3. It was presented that schools are in the process of creating PLO/ILO maps (all will be done by August 2022), which allows ILO assessment with minimal additional work. Further benefits and steps were presented.
 4. The idea of an institutional-wide list of ILOs and which programs lead to which ILOs was presented as an opportunity.

VIII. Adjournment

- A. The Retreat adjourned at 2:30 p.m. The next ASLC meeting will take place in Fall 2022 with the date and location to be announced.

Deliverables

- I. [ASLC Program Review Flash Report 2022](#) to be completed and shared with appropriate university committees, including UAC and UPC, and the Deans.
- II. ASLC Charter update
 - A. Seta Khajarian will perform final edits to ensure that the charter aligns with common language and is correct and up-to-date.
 - B. Members will review the Charter in August.
 - C. Petra Rickertsen will update the Charter on the ASLC website once approved.
- III. ASLC Membership update to website: Petra Rickertsen
- IV. Printed rubric with all information visible to be shared with ASLC members: Seta Khajarian

Resource Links

[ASLC Charter](#) and [Purpose Statement](#)

[Program Review Letters](#)

[Program Review Flash Report Template](#)

[WASC Action Letter](#)

[WASC Visiting Team Report](#)