

**UNIVERSITY PLANNING COMMITTEE**

21 May 2025

**Attendees**

Jay Brewster (Chair)  
Paul Caron  
Lauren Cosentino  
Deborah Crown  
Tanner Gardner  
President James Gash  
Nelson Granados  
Michael Feltner

Jaye Goosby Smith  
Sara Jackson  
Matt Joyner  
Farzin Madjidi  
Lila McDowell Carlsen  
Dayea Oh  
Tim Perrin  
Brad Dudley

Rick Cupp  
Pete Peterson  
Phil Phillips  
Greg Ramirez  
Mark Roosa  
Nicolle Taylor  
Kevin Wong

**Absent**

Lee Kats  
Danny DeWalt

Sean Burnett  
Jonathan See

Jeffrey Rohde  
Rick Cupp

**Observers**

Nolan Gentile, Seta Khajarian, Nicole Singer

**Guest Presenters**

Jordan P Lott, Kristy Collins, Ben Veenendaal

**I. Call to Order, Devotion, and Review of Minutes**

Provost Brewster called the University Planning Committee meeting to order at 8:36 A.M. in the Seaver Board Room. Tim Perrin presented devotional thoughts.

Dean Mark Roosa and Tim Perrin moved and seconded the approval of the 16 April 2025 meeting minutes, which were adopted.

**II. Canvas LMS**

The rollout timeline was discussed. Surveys and pilot programs were launched in the spring of 2024. Decision announced to move from Courses by Sakai to Pepperdine Canvas in the Spring of 2025. Early Adopters include faculty from PGBS, Seaver, and GSEP. Full course creation for the Fall of 2025, with a potential one-term opt-out is coordinated by each school. Training was discussed, with one-on-one consultations being prioritized. Training will also include instructor-led training sessions continuously through the spring of 2026. Self-paced training is also available from

Instructure, other universities, and internal teams. Data migration from courses to Canvas will continue until June 2026, with admin access remaining available beyond this date.

### **III. FY26 Budget Recommendation**

The budget process was discussed, along with key investments. These new investments will help start the Pepperdine College of Health Science along with the Middle Eastern Studies programs. The strategic deployment of capital was also discussed, looking at IMC athletics, NCAA compliance, Buenos Aires, and Switzerland. New programs lead to increased enrollments, the PCHS and MES (SPP), along with a strong GSEP online program, and PGBS shifting enrollments. The proactive approach to budgeting led to a strong position for this upcoming fiscal year. It was discussed to distribute a letter thanking the efforts of the various schools in achieving this goal.

### **IV. Construction Updates**

The golf clubhouse, Pepperdine College of Health Science, and Pendleton Computer Center repurposing were the main topics of discussion. The golf club house overcame initial county-related delays, mostly pertaining to ADA compliance. The first floor of the clubhouse is expected to be complete by late summer of 2025, with total completion in late summer to early fall of 2026. PCHS phase 1 construction is complete, with phase 2 underway. The PCC is being redesigned to utilize as an academic space. It is currently housing servers, which will be relocated under the mountain.

### **V. Advancement of Student Learning Council Program Review Process**

The Advancement of Student Learning Council shared its process of internal review. The ASLC works in conjunction with OIE to help with compliance standards. The ASLC utilizes rubrics and checklists to perform program reviews. They forward their recommendations to the office of the Provost. Their work is also shared with UPC, the Deans' Council, and the UAC.

### **VI. Admissions and Financial Aid State of Affairs**

The most up-to-date data was reviewed, with Seaver College on track to exceed both budgeted and targeted headcount goals. A financial aid update was also shared; following June 15th, awards for returning students can be tallied. This would provide a clearer picture of the situation.

### **VII. Review of Charter**

It was discussed that the Dean of the Pepperdine College of Health Science would need to be added to the UPC charter as an official member, along with another faculty member from PCHS. This would bring the total from 5 to 6. It was discussed that the charter needed to be clarified on

the language of certain aspects of faculty presence. Encouragement came to align presentations with the strategic plan.

#### **VIII. Provost's Closing Remarks**

The Provost also thanked the UPC for the hard work and encouraged further collaboration between faculty, staff, and administration in advancing the mission.

10:10 a.m.

**Adjournment until 10 September 2025 at 8:30 a.m.**