

**UNIVERSITY PLANNING COMMITTEE**  
**Meeting Minutes**  
 October 13, 2021

**Attendees**

Jay Brewster (Chair)	Connie Horton	Steven Potts
Ebony Cain	Sara Jackson	James Prieger
Paul Caron	Lee Kats	Greg Ramirez
Lauren Cosentino	Marilyn Misch	Mark Roosa
Rick Cupp	Tim Perrin	Nicolle Taylor
Michael Feltner	Pete Peterson	Dean Deryck van Rensburg
Nelson Granados	Phil Phillips	Dean Helen Williams

**Absent**

President James Gash	Gary Hanson
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**Observers**

Seta Khajarian	Jonathan See	Jody Semerau
Petra Rickertsen		

**I. Call to Order and Devotional**

Provost Brewster called the University Planning Committee meeting to order at 8:30 a.m. on October 13, 2021 by Zoom. Dean Caron presented devotional thoughts.

Dean Helen Williams and Dean Mark Roosa moved and seconded approval of the meeting minutes for September 15, 2021 which were adopted.

**II. WSCUC Visit**

Provost Brewster reminded members about the UPC meeting with WASC via Zoom, adding that the Visiting team may want to discuss the work of UPC and the Charter. Seta Khajarian led a discussion about the report, visit schedule and possible topics for discussion with UPC.

Seta shared a PowerPoint presentation of WSCUC Reaffirmation for 2021 (retrievable by request). This included an overview of the thematic pathway for reaffirmation. Seta shared that there were 5 ongoing deliverables pertaining to knowledge sharing, 4 of which were met. The conclusion and next steps were outlined in 5 pages of learnings. UPC will receive flash reports from teams to present on their work related to the themes.

Seta acknowledged team members' efforts working on this project, including cross-team collaboration with IT to provide WASC members with course access for three program's courses over the last two years. The [OIE Accreditation webpage](#) houses the [new WSCUC schedule](#).

A member asked for Seta to share what the Visiting Team needs to learn with regard to the points they need to cover during the visit, so that the UPC members can include this information in their responses. Seta assured UPC members that all the WASC standards are covered in the summaries and appendices provided to the Visiting Team, and stated that due to the nature of UPC being a planning team, questions may focus around planning at the University. The Visiting Team members might be asking questions exploring their own interests to learn about Pepperdine's resource allocation, UPC's involvement in strategic planning, aligning school strategic planning funding resources with the University's, and how resource allocation is approved.

Provost Brewster added that UPC is listed in the Charter as a critical advisory committee on academic planning and institutional data. Therefore the team should think about how the work of UPC historically has manifested as influential within the institution. One example is budget recommendations. Provost Brewster hopes to have concrete examples of this work to share during the visit.

A member inquired about the inclusion of a question on the potential question list regarding hearing the voice of staff. Seta commented that this is a foreseeable question because of the stigma that faculty have a louder voice than staff, and that the Deans likely have good answers to these questions, but that the question is included so it is thought about.

### **III. WSCUC off-site WLA campus visit of 9/30/21**

Dean Helen Williams and Dean van Rensburg presented a summary of the recently completed visit to the West L.A. campus.

Dean Williams shared about Dr. Gittens' interest in learning about Pepperdine, and excitement for learning how Pepperdine stays true to its mission, holding in tandem its identity as an unapologetically Christian university and academic institution. Dean van Rensburg agreed, and added Dr. Gittens' transparency and questions shed light on WASC's probing for strategic coherence on the institutional plan and school plans. When questioning cohesion across remote and main campuses, Dean van Rensburg mentioned stressing the importance of the West LA campus to the mission of the overarching University in that it allows students to be part of the Pepperdine University community who might not otherwise be able to participate due to location. The University is able to reach more diverse student populations as a result. This community is created through connection to the mission across campuses as one learning community. Dean Williams added that Dr. Gittens was interested in learning about the staff members as individuals and about their leadership styles, in addition to learning about the schools, and encouraged members to be confident in the strong plans Seta has made. Provost Brewster added that he toured Dr. Gittens the campus and Seta's introductions of fellow staff and faculty demonstrated the Pepperdine community as family even if separated by space in some ways.

A member asked for additional considerations from Seta. Seta noted that it is acceptable to respond to WASC questions of which one is uncertain of the answer with "we will look into that," rather than volunteering information on the spot. The Visiting Team members will make note of what they want to explore further and Seta will do this with them privately.

Seta also mentioned that the chat features will be made available in the Zoom meetings per WASC request, and printouts will be provided to them so that they might reference questions not addressed verbally during the sessions. Chats will be available between participant and host only.

Provost Brewster encouraged members to access the WASC website for information relevant to the effectiveness or lack thereof regarding UPC through the years.

#### **IV. Adjournment**

The meeting was adjourned at 9:22 a.m. The next meeting of the University Planning Committee will convene at 8:30 a.m. on November 17, 2021 at the Seaver Board Room.