

# Committee for Assessing Student Learning (CASL) - Minutes

Meeting Held Friday, February 24, 2023, from 12:30 – 2:00pm – via Webex

## Team Members:

### Present:

Brenda Brown, Dana Cogswell, Timothy Deines, Karen Hicks, Heidi Jordan, Mark Kelland, Mark Khol, Zack Macomber, Rafeeq McGiveron, Tracy Nothnagel, Chuck Page, Danielle Savory, and Kara Wiedman.

### Absent:

Melinda Hernandez and Rob McLoone.

## Action Items:

* Tim and Mark Kelland to review existing CASL charter, make some edits regarding Chair positions and distribute to group for review.
* Karen and Mark Kelland to finalize HLC Cocurricular Handbook.
* Tim to schedule meeting with himself, Danielle, and Kara to begin work on CASL Assessment Website.
* Tim might invite Bill Garlick and Dina Krois to speak on various upcoming future agenda items and Megan Lin to discuss existing CTE HyFlex training.

## Approval of the 2/24/23 Agenda

* Call for approval of agenda.
* Change:
	+ Addition of item: Determine who will work on language regarding chair elect in CASL bylaws
		- This is in response to a discussion at today’s Academic Senate Meeting
* Hearing no objections, the agenda stands approved with change.

## Approval of the 2/10/23 Minutes

* Call for correction/approval of minutes.
* Hearing no objections, the minutes stand approved.

## Determine who will work on language regarding Chair-Elect in CASL bylaws

* Tim and Mark Kelland to review existing CASL charter and make edits as needed to address items discussed in today’s Academic Senate meeting.
	+ Will send a document out to the group for review before next CASL meeting
	+ Details regarding Chair, Vice-Chair and Chair-Elect positions need to be resolved

## Gradebook Alignment Resolution, presented to Senate by Tim

* Academic Senate passed the CASL resolution without questions or objections.
* Did accentuate fact that many senators did not know what Assessment Coordinators (ACs) do.
	+ PA days presentation about ACs would be a good idea
	+ Future Assessment website will have a lot of information regarding this and a good resource to point people towards once up and running
* Next steps for CASL
	+ CASL could make various recommendations to Senate regarding program assessment – if they receive Senate approval this would require administration to provide faculty some resources to accomplish
		- ACs are a new program, established 3 years ago, hope is that this will become a shared assessment approach throughout the college
		- Programs with limited resources could adapt similar program assessment techniques

## Finalizing Subcommittee Membership

* Determined that the HLC Cocurricular Assessment Handbook is almost complete and will not need a subcommittee to work on it.
	+ Karen and Mark Kelland to finalize using the SharePoint version, incorporating CASL comments and adding a section for nonacademically focused cocurricular programs
* Work on the Cocurricular Student Catalog can be included in the CASL Assessment website work.
* CASL Assessment Website Subcommittee decisions:
	+ Tim to set up a meeting with himself, Danielle and Kara, before next CASL meeting, to define general informational categories (buckets)
	+ Each bucket could be a separate page of the website
		- After buckets defined can assign CASL members to work together and fill with needed information
	+ One bucket will be the HLC Cocurricular Student Catalog
	+ As information gathered will begin to discuss website layout

##  Future agenda items

* Reviewed existing list and will keep all items, putting them on the next meeting agenda.
	+ ChatGPT
		- Tim may reach out to Bill Garlick, in his role with the Technology Across the Curriculum (TAC) Senate subcommittee to come and share his thoughts about ChatGPT
		- [Interesting article in Inside Higher Education article regarding this](https://www.insidehighered.com/search/results/chatgpt)
	+ Assessment verses grades, CASL and Curriculum Committee discussions
	+ Honors Option discussion
		- Possibly invite Dina Krois to discuss Honors Program in general
* Will add discussion about HyFlex modality to next meeting agenda.
	+ Data needs to be at a student level to really tease out if this modality is successfully working, this data is not available in current format
		- D2L student survey attempted to get some information in fall but response rate very low – will try again during spring semester
	+ Inside Higher Education articles on this subject as well
		- [HyFlex Learning: Viable Beyond Emergencies?](https://www.insidehighered.com/news/2023/02/22/hyflex-viable-teaching-approach-normal-times)
		- [The Pros and Cons of HyFlex Instruction](https://www.insidehighered.com/audio/2022/10/20/ep91-pros-and-cons-hyflex-instruction)
	+ Recommended that a PD session be created around this – a supplement to the CTE training and focusing on how the technology would work to make this viable
	+ Might be worth inviting Megan Lin to next meeting to discuss what is covered in CTE training

## Meeting Adjourned 2:02pm

* + Next meeting Friday March 24, 2023 from 12:30 – 2pm, via Webex

*Respectfully submitted by Note Taker Terri Christian*

Lansing Community College is an equal opportunity, educational institution/employer.