

# Committee for Assessing Student Learning (CASL) - Minutes

Meeting Held Friday, May 5, 2023, from 12:30 – 1:30pm – via Webex

**-Approved 9/8/23-**

## Team Members:

### Present:

Brenda Brown, Dana Cogswell, Timothy Deines, Amanda Estacio, Melinda Hernandez, Karen Hicks, Heidi Jordan, Mark Kelland, Mark Khol, Zack Macomber, Rafeeq McGiveron, Rob McLoone, Chuck Page, Danielle Savory, and Kara Wiedman

### Absent:

Tracy Nothnagel

### Guest:

Cheryl Garayta and Dorothy Tappenden

## Action Items:

* Tim will send out emails this summer regarding meeting times for the CASL ChatGPT discussion subgroup, to the CASL email distribution list – all CASL members, and other faculty such as SAM, are welcome to attend.
* Group asked to think about availability of volunteering to help Kara and eLearning during their D2L pilot project involving assessment methods and learning outcome alignment.
* Kara to invite Karen Hicks to next eLearning D2L Assessment Data workgroup meeting to help determine usable data parameters.
* Tim to submit CASL Charter change request to Academic Senate during summer session.
* Mark Kelland and Chuck to discuss if a Lib page will be available to host the Student Cocurricular activity list. If not, Mark will talk with Karen about hosting on existing Academic Senate website in the CASL area on the cocurricular tab there.

## Approval of the 05/05/23 Agenda

* Call for approval of agenda.
* Hearing no objections, the agenda stands approved.

## Approval of the 4/21/23 Minutes

* Call for correction/approval of minutes.
* Hearing no objections, the minutes stand approved without changes.

## Welcome new member Amanda Estacio

Open Learning Specialist, Center for Teaching Excellence

## ChatGPT – standing discussion topic

* Dorothy Tappenden joined meeting to share some thoughts.
	+ Lots of conversations going on across campus and in her department
	+ Seems like originally faculty were in a panic and not there seems to be far more general interest of what can we do with this thing
	+ Going to have a department specific meeting after the May 10th PA days discussion
	+ Mostly wanted to get an idea of where CASL is on this issue
* Technology Across the Curriculum committee (TAC) is a good place for these discussions.
	+ Lots of smaller discussion groups forming, including CASL’s subgroup, however good to keep these conversations college wide as much as possible.
* Tim will send out emails this summer regarding meeting times for the CASL subgroup, to the CASL email distribution list – all CASL members, and other faculty such as SAM, are welcome to attend.
	+ Subgroup members include, Tim, Danielle, Rob, Heidi and Brenda
	+ Thinking to meet every other week via Webex

## D2L Assessment Data Update – Kara

* eLearning is still working with D2L vendor on course and system level to meet various assessment data needs across campus.
	+ Nothing specific to report but wanted CASL to know the project is actively being worked on
	+ Will need volunteers to work on a pilot project, timing would either be to run in fall or set up in fall to run spring semester – still in development
	+ Main intent is to align the outcomes to methods
		- Faculty can point their assessment method to a specific learning outcome of their course
* Some faculty are already aligning outcomes and assessment methods but eLearning is still determining if the tools used to do that provide the data we are looking for in a usable format.
	+ Would like to wait for eLearning to do some more investigations before promoting this function to other faculty
* Kara to invite Karen Hicks to next eLearning D2L Assessment Data workgroup meeting to help determine usable data parameters.
* General discussion of how this might work for faculty.
	+ Potential future agenda item: Discussion of how faculty can apply collected assessment data in their classroom and general pedagogy

## Status updates on projects from the 4/21/23 Action Items list

### Academic Senate, Executive Committee, approval status of Chair Elect nomination

* Heidi Jordan approved as CASL Chair Elect

### Finalized CASL Charter

* Charter change request needs to be submitted to Academic Senate during summer session.
	+ Charter attached to request
* Then will need a 2/3rds vote to approve.
	+ Can put on consent agenda after request receives approval this summer

### Assessment website/Cocurricular webpages

* Chuck running idea by Library team regarding housing assessment resources under “Faculty Support’ on the LCC Library Page
	+ Team has not yet met but from individual conversations Chuck sees no issue hosting a faculty based assessment information page there
	+ Chuck could moderate it for us
* Cocurricular Tab has been added to existing CASL website.
	+ Contains the Cocurricular Student Learning Assessment Handbook and the Cocurricular Assessment Design and Planning document
* Clarification of information on websites – three distinct areas
1. Existing CASL website – with cocurricular tab for handbook and design document
	* Hosted as part of Academic Senate website
2. Robust assessment information website for faculty
	* Hosted as a Lib page on the library page
3. Student facing list of cocurricular activities for their reference
	* Need to determine where to host
		+ Chuck will check with his Library team – concern is student access to the site
		+ Could be on CASL portion of Academic Senate website but not ideal there
	* Mark Kelland needs to know where for the HLC report he is working on
		+ Chuck will contact Mark once he learns if it can be hosted on a Lib page
		+ If not, Mark will talk with Karen about hosting on existing Academic Senate website in the CASL area on the cocurricular tab there

## Future Agenda Items

* Potential future agenda item: Discussion of how faculty can apply collected assessment data in their classroom and general pedagogy
* Equitable options within the Honors Program.
	+ Would be worth inviting Dina Krois and her supervisor Jessica Hester to the meeting
		- They have been actively pursuing ways to modify and enhance equity options into the program
	+ Important to remember distinctions between the Honors Program, Honors Options, and Honors Scholarship
	+ More discussion needed to determine how this relates to CASL purview
	+ Potential to have Tim discuss it in his next CASL report to the Academic Senate and ask if they want to direct CASL to investigate further or if it needs to be something the Senate would look into themselves

## Meeting Adjourned 1:30pm

* Next meeting Friday September 8, 2023 from 12:30 – 2pm, via Webex

*Respectfully submitted by Note Taker Terri Christian*

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