Committee for Assessing Student Learning (CASL) - Minutes

Meeting Held Friday, November 3, 2023, from 12:30 – 1:18pm – via Webex

-Approved 11/17/23-

Team Members:

Present:

Amanda Estacio, Brenda Brown, Timothy Deines, Karen Hicks, Heidi Jordan, Mark Kelland, Zack Macomber, Rafeeq McGiveron, Rob McLoone, Homa Ghaussi Mujtaba, Tracy Nothnagel, Chuck Page, Danielle Savory and Kara Wiedman.

Absent:

Dana Cogswell, Melinda Hernandez, and Mark Khol.

Guest:

None.

Action Items:

- Members still welcome to join Kara's D2L Learning Outcome pilot program.
  - If interested email her (chrisk21@lcc.edu).
- Tim to contact Curriculum Committee to let them know the people interested in working on a subcommittee with them and determine a time to meet.
- Tracy to reach out to faculty in Tech Careers to recruit new CASL member(s).
- Tim will reach out to the Engagement Committee to get help finding people to be part of CASL from Student Affairs and the Finance, Administration, and Advanced Placement division.
- Contact Brenda if interested in joining the cross-campus AI workgroup, first meeting expected to be December 4, 2023.
- Members requested to share interesting AI articles with CASL as they come across them.
  - Other items of interest are also welcome!
  - Can send to group using the email distribution listing LCC-CASL

Approval of 11/03/23 Agenda

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

Approval of 10/20/23 Minutes

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

Discuss Using Critical Empathy to Assess Writers' Invisible Learning: Student/Self Annotation – Mel

- Mel was absent so unable to address this item.
- Motion made to lay this item on the table by Mark Kelland.
- Seconded and approved without objections.

Discuss information on possible Curriculum Committee (CC) sub-committee on Evaluation/Methods

- Need CASL input to discuss items such as evaluation methods on course proposal forms and what makes up an "assignment" on Concourse templates.
  - Workgroup would put together recommendations to guide CC discussions
- Request volunteers to join a CC subcommittee, the following people said they would be interested.
  - Heidi, Danielle, Rafeeq, Tracy, Brenda, and Tim
  - Karen and Mark Kelland initiated the request and will also participate
- Will meet on an as needed basis.
  - Wide range of discussion topics
- During discussion Kara mentioned that eLearning is still taking volunteers for the D2L Learning Outcome pilot program.
  - If interested email her at chrisk21@lcc.edu
- Tim to contact Curriculum Committee to let them know the people interested in working on a subcommittee with them and determine a time to meet.

CASL Website Team Update – Tim

- Meeting had been canceled so no update but members still determining priority of posting information on rolled out website.

Discuss CASL Membership Log

- Still need more members from Student Affairs; and Finance, Administration, and Advanced Placement (DEI would be included in that last group).
- Tracy reminded group we also need to find someone to represent Tech Careers.
  - She is Academic Senate President this year and therefore an ExOfficio member of CASL
  - She will reach out to some folks to find this spot
- Tim will reach out to the Engagement Committee to get help filling other two vacancies.

Discuss possible CASL Charter language revisions

- Notifying group that there will be upcoming changes per Senate request for uniform wording across all of its charted committees.
  - Susan Jepsen, Academic Senate VP, will be reaching out to Tim with information on what that will be.
  - Tim will update CASL with newest information and status next meeting

Chat GPT/General AI – standing discussion topic

- Trick is to figure out how to use AI to our advantage.
- December 4th is first meeting of LCC AI cross campus group
  - Contact Brenda if interested in joining
- Homa, it using it in a Calc assignment.
  - Specifically requiring use of ChatGPT system
  - Will let CASL know how it went
  - Expects issues, has heard not the best for solving math equations – although good for coding
- Members requested to share interesting AI articles with CASL as they come across them.
  - Other items of interest are also welcome!
  - Can send to group using the email distribution listing LCC-CASL

Future agenda items

- Mentioned creating a CASL Webex Team
    - Main use to schedule meeting from there
    - Also, good to share interesting articles/ideas outside of meeting time
    - Tracy reminded group there is already a CASL Webex Space, no need for agenda item at this time
- Work on articulating cocurricular and extracurricular activities at LCC – Mark Kelland
    - Will need to identify cocurricular activities and have an assessment method for them
    - This is needed for the HLC visit, Mark has seen other schools sanctioned on this item
    - Example: StarScapes and some Library Classes, if a faculty requires them can they still be considered cocurricular?
    - Asked to specifically be on next meeting agenda, not just sometime in the future

Meeting Adjourned at 1:18pm with no objections

- Next Meeting Friday, November 17, 2023 from 12:30pm to 2:00pm, via Webex.

Respectfully submitted by Terri Christian