MINUTES – approved 10/4/24
Name of Committee or Team: Committee for Assessing Student Learning (CASL)   **Support Documents Link:** CASL Senate website; CASL SharePoint; CASL Space on Webex; CATS Collection for the LCC Assessment Website; and CASL Assessment Website.   **Recording link:** N/A
• **Committee Members Present via WebEx:** Amanda Estacio, Anna Mitterling, Charles Page, Dana LaMacchia, Danielle Savory, Heidi Jordan, Homa Ghaussi Mujtaba, Jesse Mills, Kara Wiedman, Mark Kelland, Melinda Hernandez, Olga Correa, Rafeeq McGiveron, Rick Caprario, Rob McLoone, and Zachary Macomber.   • **Resource/Ex-officio Members Present via WebEx:** Dana Cogswell, Karen Hicks, and Tracy Nothnagel.   • **Guest(s):** Cheryl Garayta, Nicole Reinhart-Huberty, and Zack Dilber   • **Scribe:** Terri Christian

Date: 9/20/24	**Time: 12:30 – 2pm**	**Room: Via Webex**

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the 9/20/24 Agenda		Approved without objection	N/A
Approval of the 9/6/24 Minutes CASL SharePoint		Approved without objection	N/A

AI and Assessment – standing agenda item		• Will remove this item as a standing agenda item but bring back as frequently as needed.
		   o CASL members on other committees can bring issue to agenda if they are reporting on findings from their committees or requesting CASL input
		 • Tracy will follow up with AI workgroup who presented to Academic Senate and report back next week.
		 • Website committee wants to seek for further clarity what CASL needs to discuss regarding AI, and posting those items on the site.
		   o Examples: Faculty use in assessment, students use in assessment, plagiarism issues arising
		   o Need to know CASL niche role then can add to website
			Tracy will follow up with Bill Garlick regarding campus-wide AI workgroup and report back next meeting.

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		o Too easy for it to spiral out of control, lots to do with AI that falls outside of CASL role. • From Charter, charge to CASL: Academic integrity is not normally included, might change if in collaboration with Senate and part of issues related to assessment • Other CASL input may be required for programs attempting to add AI to their course learning outcomes.	

Course mapping – standing agenda item – Karen Hicks		• EMS – design session 1 was this week - Assessment coordinator Danielle, eLearning Kara, and Karen worked during a guided 1-hour session with faculty and program director.
		  o Discussed Program Learning Outcomes (PLOs) – nested alignment to associate level EMT award, Intuitional/Essential Learning Outcome (ELO) alignment, and Course Learning Outcome (CLO) for one of the three courses in the certificate program.
		  o Used Course mapping worksheet to review and edit the learning outcomes, and a learning outcomes checklist to assess the quality of learning outcome statements
		  o The faculty and director will work on the CLOs for the remaining 2 courses and align their assessment so them
		• PSYC180 – Late Summer, Dr Kelland worked with assessment coordinator Danielle and Karen.
		  o This was a test run for the newly developed course mapping process and tools.
		  o Follow up meeting in a couple of weeks
		• ENGL121 and ENGL122 are both engaged in independent course mapping, revisiting their learning outcomes and their associated categories.
		  o They are also looking at the alignment of their outcomes within and between their courses and how they assess each of the learning outcomes.
			Updates from Karen as projects progress.

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		o As they progress through their design, there will be opportunity to also revisit the assessment plan and how it can best respond to the course changes.
		
		• In Biology, we have interest from a CASL member, Anna.
		   o Biology's assessment coordinator, Gwen, has been contacted and will reach out to begin developing a course mapping project for Anna's course.
		• Overall, we are moving along with this project and learning a lot as we go.
		   o This is helping us design the process and tools in ways that make learning outcomes and assessment methods relevant and useful to faculty.
		   o We will keep you updated as we continue	

CASL Website Committee update – standing agenda item
 	
CATS (Classroom Assessment Techniques) - Danielle
		• Group amenable to future 20–25-minute breakout sessions this fall to discuss assessment and gather LCC specific examples for the CASL Assessment Website.
		• Background for today's breakout sessions:
		   o CATS can be used in any modality of teaching. They are quick to administer and tend to be low-stakes. They help instructors gauge student understanding and learning, so that instruction can be tailored to fit their needs (for example, revisiting a certain topic). There are benefits to both students and faculty.
		   o Group had been requested to review any of the following to prepare for today's meeting:
		     ▪ Classroom Assessment Techniques Overview (PDF document)
		     ▪ Tea for Teaching Podcast Episode: Classroom Assessment Techniques (36 min, transcript provided)
		     ▪ 50 CATS By Angelo and Cross (PDF document, 50 examples of Classroom Assessment Techniques)
		• Danielle shared ppt slideshow regarding CATS.
			Anyone interested in joining this subcommittee is welcome please email Danielle, Kara, or Chuck to get started.
			
			Danielle to have future breakout workshops this fall.
			
			Members asked to fill out the google form, CATS Collection for the LCC Assessment Website, for use on the CASL Assessment Website. Link will

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		- o PDF of this presentation in CASL SharePoint and on CASL Webex Space.
		- Group then broke out into subgroups to work on a google doc, CATS Collection for the LCC Assessment Website
		  - o Participants asked to fill out examples in this form either during the breakout session or on their own at any time
		  - o This link will also be put on CASL SharePoint and in CASL Webex Space
		Sharing when back from breakout sessions:
		- Mark, Looking through list and thinking of CATS to do.
		  - o Sometimes informally done but now will consider making it more intentional in courses
		  - o Useful for program thinking too
		- Cheryl, group discussed different techniques, Short informal assessments.
		  - o Kara higher ed changed from giving only midterm and final, now more focused on strategic assessment opportunities throughout the class
		- Nicole's group had a lot of common themes such as Slido, polling, filling blanks, and sticky notes app to build on concept in real time discussions.
		  - o Brain dumps, similar to focus listing
		- Library finds pre-assessment gets students engaging with library right away and finding things they didn't know about the site.
		  - o Students interacting while finding out about resources
		  - o Whiteboard concept, small groups and teams
		- In October will discuss different types of informal assessments.
			also be available on CASL SharePoint and in CASL Webex Space.
			
			Will add link to CASL Assessment Website from the CASL SharePoint and CASL Webex Space for CASL member use while developing information for site.

HLC Visit – Mark Kelland		- Please join the peer review session on assessment, Tuesday, September 24, 2024, 10am in the Michigan Room.
		  - o Would be great to see folks at all open forums
		  - o Schedule found on HLC Reaccreditation website
		- Every 10 years LCC needs to reaffirm accreditation.
		  - o Needed to be eligible for Federal Title 4 funding
			CASL members asked to join HLC peer review session regarding assessment, Tuesday, 9/24/24,

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		o From Mark's experience as a peer reviewer LCC looks in good condition
		
		Questions for Mark
		• Are these focus sessions?
		  o No, those happen when there is a problem
		  o These are forums to discuss general questions and follow up with some details
		• Advice when speaking?
		  o When speaking examples are golden but keep concise
		  o Important to answer the question asked and not spiral into other topics
		  o Treat this like an interview, important to share your perspective and knowledge but do not need to tell them everything
			10am in the Michigan Room and other forums as can.

Future agenda items		• Propose we begin ELO review process next meeting.
		  o This committee needs to do this every 4 to 5years and we have started year 5
		  o Will involve edits/deletions/additions to make sure our ELOs reflect current LCC learning values
		    ▪ Possible ELO additions to discuss include: DEI, Technology/AI, and Wellness	

Meeting adjourned at 1:31PM.
    Next meeting 10/4/24, 12:30 – 2pm, via Webex.
WebEx Chat Information:
    Saved for all participants in Webex application, "Meeting recap" area.
Polling Results:
    There were no polls during this meeting.