Notes

# Committee for Assessing Student Learning (CASL)

Meeting Held January 31, 2020, from 12:30pm to 2pm in WCP 133

## Team Members:

### Present:

Patti Ayers, Ed Bryant, Michelle Curtin, Timothy Deines, Alex Gradilla, Karen Hicks, Joe Long, Zack Macomber, Rafeeq McGiveron, Rob McLoone, Lisa Nienkark, and Chuck Page.

### Absent:

Dana Cogswell, Nikki Gruesbeck, Mark Kohl, and Kara Wiedman (Note: Chris Richards will be the interim for Kara Wiedman for future minutes)

### Guest:

Sally Welch

## Approval of 1/17/20 Notes

* Call for approval of minutes.
* Minutes approved without objections.

## General

### Notes:

* Strategic planning meetings may be conflict with February. 14, 21 & 28.
	+ Will move CASL meeting times to 2pm to 3:30 for February conflicts
* Cardio before exam.
	+ Nikki to do presentation regarding this study, involves cognition in relation to exercise.
		- 30 minutes cardio before test or presentation improves performance, esp. in math.
		- The more you need it the more it helps you
	+ Will discuss how it can be embedded in a course and what it looks like
	+ Also reference [For Your Health LCC website](https://internal.lcc.edu/hhs/for_your_health/exercise/) (https://internal.lcc.edu/hhs/for\_your\_health/exercise/)
		- Has Brain Break Exercises, another way to reduce test anxiety
* Assessment technology.
	+ Survey coming out regarding computer lab needs during finals.
		- Put high on radar, let Karen know if you haven’t seen this survey
		- Looking for A&S technology needs including computer lab space, and band width
	+ Short Term
		- Will be setting up pop up labs
	+ Long Term
		- Want to be sure faculty have needed resources
		- Possible VDI/Tech upgrades in classrooms
		- Match course assessment to tech needs

### Next Steps:

* Move February 14 and February 28 CASL meeting times.
* CASL members to check for Assessment Technology Survey in their email and contact programs to get it if needed.

## ELO Survey Reviewer List

* Group reviewed handout, Initial document is on SharePoint in Agenda & Handouts, 20-01-31 folder.
	+ Finalized document in ILOs folder
	+ Idea is to assign one ELO category, or subcategory as applicable, and allow group to also pick another they are interested in
	+ Initial list based on curriculum maps
		- Added reviewers to final list

### Next Steps:

* Post finalized reviewer list in CASL SharePoint site.

## Draft ELO Survey

### Notes:

* Group reviewed handout, Initial document is on SharePoint in Agenda & Handouts, 20-01-31 folder.
* Intent is the survey to go to the ELO reviewer list.
	+ Send to main staff and have them get to targeted groups within their programs
* Perhaps create a short video to explain the intent of the survey.
	+ General email may be misinterpreted
* After discussion determined to use a simplified survey, leaving an option to set up focus groups.
	+ Was some concern that information would be skewed due to lack of understanding the intent of an ELO and then using a numerical scale to quantify their agreement
* Does this need to be anonymous?
	+ Survey will be anonymous, unless faculty include their name at the bottom of the survey requesting to be included in a focus group

### Next Steps:

* Karen will send the edited survey to the group to review before it is distributed.

## Adjourn

* Zack motion to adjourn.
* Motion seconded and was passed without objections.
* Meeting adjourned at 1:55pm.
* Next meeting Friday February 14, 2020 from 2pm to 3:30pm, WCP 133

*Respectfully submitted by note taker Terri Christian*