**Notes**

**Committee for Assessing Student Learning (CASL)**

Meeting Held Friday, August 28, 2020, from 12:30 – 1:47pm – via Webex

**Team Members:**

**Present:**

Patti Ayers, Ed Bryant, Kara Christensen, Michelle Curtin, Timothy Deines, Nikki Gruesbeck, Karen Hicks, Mark Kohl, Lyndia Klasko, Zack Macomber, Rafeeq McGiveron, Rob McLoone, Dale Moler, Lisa Nienkark, and Tracy Nothnagel.

**Absent:**

Gretchen Arthur, Dana Cogswell, Alex Gradilla, Mark Kelland, Chuck Page, and Jing Wang.

## Action Items:

* Request all CASL faculty members to develop a few universal questions all could use in their Fall IDEA course evaluation form.
  + For discussion at next CASL meeting
  + Goal is to finalize questions at next meeting so can bring questions to Senate for approval
* Will cancel plans for a Co-curricular assessment kick off for this year.
* Michelle to schedule meetings with two subgroups in the co-curricular assessment plan committee.
  + The groups will give future status reports to CASL
* Add “Perceptions of Online Assessment” as a future agenda item
  + Continue discussion regarding possibilities of online assessment and faculty concerns of student cheating
  + Members asked to discuss with fellow faculty and bring back shared opinions

## Welcome from new Chair, Tim Deines

### Newest Members

* Gretchen Arthur, CMA, Assessment Coordinator, A&S
* Dale Moler, SSH, Assessment Coordinator, A&S
* Jing Wang, Mathematics, Assessment Coordinator, A&S
* Lyndia Klasko, CCRESA, HHS Member at Large, Academic Senate

Due to time restrictions of their positions Assessment Coordinators will not be able to attend every CASL meeting.

### Vacant Spot for CASL member who is also on the Academic Senate

* If members think of potential people please contact Tim.
* We are looking for HHS representation, there are new HHS Member-At-Large positions being voted on so hope to find someone there.

**Approval of 4/24/20 Notes**

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

## Discussion of CASL Fall 2020 goals – Handout from Karen Hicks

Suggestion to prioritize these goals as discuss. There is a tab with a tentative schedule in the workbook as well.

### Course evaluation system

#### Part I: Collaboratively develop a few universal questions to be used in Fall IDEA course evaluation form.

* CASL would develop a set of questions then take them to Senate for approval.
* Request all CASL faculty members to draft these questions and then, as a group, we narrow before Senate approval.
* Time sensitive

#### Part II: Deploy new course evaluation system.

Lead: Ed; Support: Kara, Karen and Terri

* Intent of this goal is to help direct the development of questions in the proposed new evaluation system “Blue/Explorance” and to encourage faculty involvement with the entire process.
  + Current system has too many questions – need to reduce the number
  + Important for CASL to communicate the evaluation plan and its purposes to faculty
  + Once the proposed evaluation plan, called “Blue,” has been approved will have access to their core questions to help structure ours
  + Subcommittee will work on developing these questions for CASL discussion
* More members welcome.

### **Design** and Test Co-curricular assessment plan

#### Leads: Karen and Mark Kelland; Members: Patti, Alex, Chuck, Micelle, and Tim

* Rough plan is done and routed to a subgroup of faculty to give feedback.
  + Working with test areas
* Instead of a general kickoff will plan on working with test areas.
  + Informally meet with test areas and help work on their plans
* Subdivided into two groups
  + Patti and Alex will work together with Trio, Lucero, Leadership Academy, and Student Affairs
  + Library will make up the second sub-group
* Michelle to schedule meetings with the two subgroups and the groups will give status reports to CASL

### Online assessment

#### Part I: Expand range of online assessment options in D2L.

* Explore what is possible and how it works.
* Focus is on communication and education of online delivery assessment tool capabilities and options.
  + Could partner with eLearning - Kara is an Instructional Designer with eLearning
  + Important to use college approved and supported tools
    - LCC can’t provide faculty support if they are using other tools
    - Need to balance being on the cutting edge (such as using Kahoot) with LCC’s responsibility for items such as licensing and informational security.

#### Part II: Security of online assessing

* Faculty brainstorming and sharing ideas about how they curb potential for cheating in online learning environments.
* Discussion
  + Need to work on way questions are written
    - More problem solving and less fact memorization
  + Concern regarding no available proctored testing
    - Wondering if assessment methods are still valid
  + If consider the internet a tool then no need to worry about its use
    - Again, if using internet to solve problems vs. pick proper fact still demonstrating skill in the subject area
  + Healthy Lifestyles compared fall to spring test scores and found there was not a huge change once switched from fall F2F courses to the spring online environment
    - Suggests even though open tests were still used students were not cheating
  + Can also set time limits to stop google searching
  + Need to leave the burden of being honest on the student
  + Add this item to future agenda to continue this conversation
    - Members asked to discuss with fellow faculty to gather opinions on this issue for future discussion
  + Discussions around this topic may lead to more advanced assessment methods based on performance

### Student Requests for Assistance

* Training available from eLearning
  + Students have option to take a general online learning and D2L training
    - Students can self-select to take or be assigned by an instructor
    - Takes about 30 minutes and goes through the basics of D2L and time management skills
  + Faculty version of student training also available
    - Also how to create an assignment in D2L, discussion boards, etc.
  + eLearning encourages feedback on trainings
    - They listen to feedback and adjust where helpful
* What data is available regarding student issues?
  + eLearning keeps track of all questions that come their way
    - If they receive 2 or more similar questions they communicate the trend to the affected area
  + Possible future action item to contact Help Desk to see what questions they are getting
    - eLearning usually receives questions that came through the help desk but were more complicated than normal
      * Usually technology issues
    - The Help Desk may be resolving issues that never get to eLearning

### Communicate, seek feedback, and approval of ELO outcome statements

#### Tim and Michelle

* Move forward with ELO statements from last academic year.
* Need to get faculty feedback then send to senate as a finished product.

### Improve curriculum map design

#### Kara and Karen

* Optional Goal.
* Maybe after present ELO outcome statements to senate can pivot to this.
* Would like to get CASL’s feedback on a form re-design for Program Review.

## Adjourned 1:47pm

* Next meeting Friday, September 11, 2020 from 12:30pm to 2:00pm, via Webex.

*Respectfully submitted by note taker Terri Christian*

Lansing Community College is an equal opportunity educational institution/employer. Lansing Community College programs and activities are open for all persons regardless of race, color, sex, age, religion, national origin, creed, ancestry, height, weight, sexual orientation, gender identity, gender expression, disability, familial status, marital status, military status, veteran's status, or other status as protected by law, or genetic information.