**Notes**

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

Meeting Held Friday, September 25, 2020, from 12:30 – 1:58pm – via Webex

**Team Members:**

**Present:**

Gretchen Arthur, Patti Ayers, Ed Bryant, Kara Christensen, Michelle Curtin, Timothy Deines, Alex Gradilla, Nikki Gruesbeck, Mark Kelland, Mark Kohl, Lyndia Klasko, Zack Macomber, Rob McLoone, Dale Moler, Lisa Nienkark, Tracy Nothnagel, and Chuck Page.

**Absent:**

Dana Cogswell, Karen Hicks, Rafeeq McGiveron, and Jing Wang.

## Action Items:

* Tim will email the group revised IDEA questions for final edits.
  + Intent is to present to Academic Senate during their October 9, 2020 meeting
* New Course Evaluation Support committee
  + Ed will make sure his list of current IDEA questions is placed in SharePoint
  + Members requested to think of ways to incorporate the Board of Trustees Equity and Inclusion work into the Explorance Blue evaluation transition
  + Tim to invite Matt Fall to future meeting to discuss the New Course Evaluation content
    - For the entire CASL group not just the subgroup
* Co-Curricular Assessment:
  + Michelle will set up future meetings to work on existing assessment tools for the individual co-curricular programs, with Karen and Mark
* Subcommittee leadership requested to email agendas to their respective groups prior to the CASL meeting and allow time for group feedback.
* Update 9/28/20: [20-21 AY Subcommittee Work folder](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/Shared%20Documents/Forms/AllItems.aspx?viewid=fd1e8ec4%2Dc614%2D4c2a%2D995f%2D36da461ca6bb&id=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2F20%2D21%20AY%20Sub%20Committee%20Work) created in [CASL SharePoint Site](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/Shared%20Documents/Forms/AllItems.aspx?viewid=fd1e8ec4%2Dc614%2D4c2a%2D995f%2D36da461ca6bb) with a sub folder for each committee to place their working documents.

**Approval of 9/25/20 Agenda**

* Call for approval of agenda.
  + Moved and seconded
* Motion passed, 9/25/20 meeting agenda approved.

**Approval of 9/11/20 Notes**

* Call for correction/approval of notes.
* Hearing no corrections or objections the notes stand approved without correction.

## Universal Fall 2020 IDEA Course Evaluation question(s) – discussion

* Review draft set of question options
  + Tim had emailed them to the group and shared them on his screen during the meeting
* Discussion of submitted questions.
* Tim made edits to the document.
  + He will re-write and re-present to members via email
  + Main comments were to simplify and write with the student’s perspective in mind
* Tim will email the group revised IDEA questions for final edits.
  + Intent is to present to Academic Senate during their October 9, 2020 meeting

## Breakout Work Sessions

* Separated into two work sessions.
  + New Course Evaluation System Deployment Support – Tim host of session
  + Co-Curricular Assessment Plan – Michelle host of session

## Debrief

* New Course Evaluation Group:
  + Good discussion but need for direction
    - Focus is on how we understand assessment and how that translates into the kinds of information we solicit from students
  + Charge from Board of Trustee Meeting on Monday September 21, 2020, was for CASL to lead in faculty education process for the new system
  + Question types need to be inspired by want students respond to
    - Example: What learning experience will they take with them and use outside of the classroom?
  + Ed will make sure information for the New Course Evaluation Support committee is placed on SharePoint.
    - List of current IDEA questions
  + Request a future visit from Matt Fall to provide content.
  + Members requested to think of ways to incorporate the Board of Trustees Equity and Inclusion work into the Explorance Blue evaluation transition.
    - CASL has demonstrated equity and inclusion priorities while creating the ELO statements
      * Especially the category for global awareness
    - Diversity and equity issues include racial disparity but also encompass more items to be discussed
      * CASL can help with this college wide conversation
* Co-Curricular Assessment:
  + Mark Kelland inquired about an assessment tool for each program.
    - Michelle will set meeting up to begin to work on them, along with Karen and Mark
* Suggested Improvements for future breakout meetings.
  + Separate Agendas requested for the groups
    - Recommended that individual leaders within the groups need to provide an agenda before the meeting and email to the group for feedback
* Mark Kelland is also interested in helping on the ELO Outcome Statement Approval Process.
  + While he needs to stay in the Co-Curricular Assessment subcommittee during the CASL designated breakout sessions, he would like that group to know they are welcome to contact him for input outside of the CASL meeting
* Note: The ELO subcommittee did not meet during the 9/25/20 CASL meeting but has plans to in the future.
* Update 9/28/20: [20-21 AY Subcommittee Work folder](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/Shared%20Documents/Forms/AllItems.aspx?viewid=fd1e8ec4%2Dc614%2D4c2a%2D995f%2D36da461ca6bb&id=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2F20%2D21%20AY%20Subcommittee%20Work) created in [CASL SharePoint Site](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/Shared%20Documents/Forms/AllItems.aspx?viewid=fd1e8ec4%2Dc614%2D4c2a%2D995f%2D36da461ca6bb) with a sub folder for each committee to place their working documents.

## New Business

* No new business presented.

## Adjourned 1:58 pm

* Motion to adjourn by Zack and seconded by Mark Kelland.
* Meeting adjourned at 1:58pm.
* Next meeting Friday, October 9, 2020 from 12:30pm to 2:00pm, via Webex.

*Respectfully submitted by note taker Terri Christian*

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