**Notes**

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

Meeting Held Friday, October 9, 2020, from 12:30 – 1:47pm – via Webex

**Team Members:**

**Present:**

Patti Ayers, Ed Bryant, Kara Christensen, Michelle Curtin, Timothy Deines, Alex Gradilla, Nikki Gruesbeck, Karen Hicks, Mark Kelland, Lyndia Klasko, Rafeeq McGiveron, Rob McLoone, Dale Moler, Lisa Nienkark, and Chuck Page.

**Absent:**

Dana Cogswell, Mark Kohl, Zack Macomber, and Tracy Nothnagel.

**Guests:**

Matt Fall and Cheryl Garayta

## Action Items:

* Distribute Student Evaluation Question materials ahead of next meeting for group review.
  + Use links in these minutes or go to the CASL SharePoint site under [Agenda and Handouts for AY 20-21](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/SitePages/Home.aspx?RootFolder=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FAgenda%20%26%20Handouts%2FAcademic%20Year%2020%2D21&FolderCTID=0x0120004C396F4380A11542862A97623EE1CDB8&View=%7b45EDABB2-0E3A-4B29-8A8D-3D6EACF67E06%7d)
  + Get a sense of what the questions look like so can discuss during meeting
* Tim to request Tonya Bailey come to a CASL meeting to discuss definition of “Equity” and the work her newly formed committee is doing.
* Karen will look for “equitable assessment” examples and bring back to CASL.
* Add Co-curricular status update as standing agenda item.
* Sign up for revised subcommittees, either Equity and Assessment or Blue/Explorance subcommittees.
  + Go to the [CASL goals 2020-2021](https://lansingcc.sharepoint.com/:w:/r/sites/Interdivisional/SteeringCommitteeCASL/_layouts/15/Doc.aspx?sourcedoc=%7B1C1334DC-15AC-4866-8979-780091768121%7D&file=CASL%20goals%202020-2021%20revised.docx&action=default&mobileredirect=true) revised form in our CASL SharePoint and add your name under the heading of your choice – located in the Agenda and Handout folder under AY 20-21, Goals
    - The groups do not have to be equally represented
    - There is overlap but please only choose one group
  + Other sign up option is to email Terri Christian at [christt4@lcc.edu](mailto:christt4@lcc.edu) with your choice

**Approval of 10/09/20 Agenda**

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

**Approval of 9/25/20 Notes**

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

## New Course Evaluation System Deployment Support

### Matt Fall Introduction to the course evaluation system – with Ed and Karen

* Sent out RFP and reviewed the two responding IDEA and Blue Explorance Vendors.
  + Blue was selected
    - Flexible and concise survey forms
    - Text analytics for written responses
    - Cost savings from IDEA
    - Team teaching options for students to choose teacher they are evaluating in a course
    - Ability to engage with students earlier in the semester
* CASL will have access to a SharePoint site created to share information regarding Blue implementation.
  + Update: SharePoint site created on 10/12/2020: [LCC-Blue-Student-Evaluations](https://lansingcc.sharepoint.com/sites/Interdivisional/LCC-Blue-Student-Evaluations)
* Matt displayed information on his screen, saved to CASL SharePoint.
  + [General Information on Blue PDF](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FAgenda%20%26%20Handouts%2FAcademic%20Year%2020%2D21%2FBlue%20Student%20Evaluation%20Information%2FBlue%5FEvaluations%2Epdf&parent=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FAgenda%20%26%20Handouts%2FAcademic%20Year%2020%2D21%2FBlue%20Student%20Evaluation%20Information)
  + Layout reference website: <https://ctaar.rutgers.edu/sirs/BlueForFaculty>
  + [Toronto letter](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FAgenda%20%26%20Handouts%2FAcademic%20Year%2020%2D21%2FBlue%20Student%20Evaluation%20Information%2FUoT%20Item%20bank%20documentation%20October%202019%2Epdf&parent=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FAgenda%20%26%20Handouts%2FAcademic%20Year%2020%2D21%2FBlue%20Student%20Evaluation%20Information) including question types and rationale
  + [Toronto question bank examples](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FAgenda%20%26%20Handouts%2FAcademic%20Year%2020%2D21%2FBlue%20Student%20Evaluation%20Information%2FUoT%20Item%20bank%20documentation%20October%202019%2Epdf&parent=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FAgenda%20%26%20Handouts%2FAcademic%20Year%2020%2D21%2FBlue%20Student%20Evaluation%20Information)
    - Proprietary information – please do not share outside of the CASL workgroup
  + Blue introductory video links
    - Brightspace by D2L integration ([https://youtu.be/TukPX3r7Y3g)](https://loft.explorance.com/t/101083/c/a4ffc32f-2a8f-4b80-b72c-be70f4d17116/NB2HI4DTHIXS66LPOV2HKLTCMUXVI5LLKBMDG4RXLEZWO===/youtu-be-tukpx3r7y3g)
    - Instructor Feedback Dashboard ([https://youtu.be/2ZiuoT4yIDY)](https://loft.explorance.com/t/101083/c/a4ffc32f-2a8f-4b80-b72c-be70f4d17116/NB2HI4DTHIXS66LPOV2HKLTCMUXTEWTJOVXVINDZJFCFS===/youtu-be-2ziuot4yidy)
    - Faculty creating their own questions ([https://youtu.be/F3fzDyIwBZo)](https://loft.explorance.com/t/101083/c/a4ffc32f-2a8f-4b80-b72c-be70f4d17116/NB2HI4DTHIXS66LPOV2HKLTCMUXUMM3GPJCHSSLXIJNG6===/youtu-be-f3fzdyiwbzo)

### Discussion

* Blue Client Example Websites.
  + Bellarmine University: [https://www.bellarmine.edu/academicaffairs/ire/course-evaluations-students/](https://loft.explorance.com/t/101083/c/a4ffc32f-2a8f-4b80-b72c-be70f4d17116/NB2HI4DTHIXS653XO4XGEZLMNRQXE3LJNZSS4ZLEOUXWCY3BMRSW22LDMFTGMYLJOJZS62LSMUXWG33VOJZWKLLFOZQWY5LBORUW63TTFVZXI5LEMVXHI4ZP/www-bellarmine-edu-academicaffairs-ire-course-evaluations-students)
  + San Jacinto: [https://www.sanjac.edu/survey-help#faculty\_email\_tool](https://loft.explorance.com/t/101083/c/a4ffc32f-2a8f-4b80-b72c-be70f4d17116/NB2HI4DTHIXS653XO4XHGYLONJQWGLTFMR2S643VOJ3GK6JNNBSWY4BDMZQWG5LMOR4V6ZLNMFUWYX3UN5XWY===/www-sanjac-edu-survey-help-23faculty_email_tool)
  + University of MI: <https://ro.umich.edu/faculty-staff/teaching-evaluations>
  + University of FL <https://gatorevals.aa.ufl.edu/students/faqs/>
  + LSU: [https://grok.lsu.edu/browse.aspx?parentCategoryId=3652&searchString=](https://loft.explorance.com/t/101083/c/a4ffc32f-2a8f-4b80-b72c-be70f4d17116/NB2HI4DTHIXS6Z3SN5VS43DTOUXGKZDVF5RHE33XONSS4YLTOB4D64DBOJSW45CDMF2GKZ3POJ4USZB5GM3DKMRGONSWC4TDNBJXI4TJNZTT2===/grok-lsu-edu-browse-aspx)
  + OSU: [https://registrar.osu.edu/sei/index.html](https://loft.explorance.com/t/101083/c/a4ffc32f-2a8f-4b80-b72c-be70f4d17116/NB2HI4DTHIXS64TFM5UXG5DSMFZC433TOUXGKZDVF5ZWK2JPNFXGIZLYFZUHI3LM/registrar-osu-edu-sei-index-html)
  + Humber: [http://humber.ca/sfq/about/explorance-blue/](https://loft.explorance.com/t/101083/c/a4ffc32f-2a8f-4b80-b72c-be70f4d17116/NB2HI4B2F4XWQ5LNMJSXELTDMEXXGZTRF5QWE33VOQXWK6DQNRXXEYLOMNSS2YTMOVSS6===/humber-ca-sfq-about-explorance-blue)
* Potential goal of 10 universal questions developed by CASL for the college to use spring 2021.
  + Gives entire college a set of similar data
  + Divisions/programs can add their own questions
  + Could start with the 10 universal questions for spring and then help work on departmental specific questions to be ready for a summer 2021 roll out
  + Karen currently uses a Wayne State Blue evaluation system that has 12 base questions
* Formative piece, early evaluations set up by faculty, may not be ready for spring 2021.
  + Over course of spring semester will work it out and turn on as quickly as possible
* Bias built into the medium, in this case technology, as a delivery system for the evaluations.
  + Up to instructor in classroom to create sense of trust in the evaluation technique and privacy elements
  + Some cultures/students may have a mistrust in how an online system captures information
* Matt Fall will continue to forward information to CASL as it becomes available.
  + Helpful when reporting to Senate
* Thinking will need to set up a website through CTE where Blue information can live.

## Discuss revising CASL goals for fall 2020

### Adding Equity Assessment subcommittee

* LCC has been working on this issue for at least 10 years.
* Assessment ELO #1 has it but we can highlight it for faculty use.
  + Current ELO#1: “Knowledge of Human Cultures and the Physical and Natural World
    - Through study in the sciences and mathematics, social sciences, humanities, histories, languages, and the arts

Focused by engagement with big questions, both contemporary and enduring”

* + This ELO is being updated and part of the review process Karen and Cheryl will be working of during fall semester
    - Next step is to present the ELO statements CASL worked on spring 2020 semester to faculty
    - Current working draft of ELO #1 statements in following table:

| **AAC&U Criteria** | **Outcome Statement** |
| --- | --- |
| Global self-awareness | Analyze the global impact of one’s own and others’ specific local actions on the natural and human world. |
| Perspective taking | Evaluates and applies diverse perspectives to complex subjects within natural and human systems in the face of multiple and even conflicting positions (i.e. cultural, disciplinary, and ethical.) |
| Cultural diversity | Analyze connections between worldviews, power structures, and experiences of multiple cultures. |
| Personal and social responsibility | * Analyze ethical, social and environmental consequences of global systems * Identify consequences of individual interventions and ethical responsibility |
| Understanding global systems | * Recognize the opportunities and the obligations created by domestic and global diversity * Analyze major elements of contemporary global systems including their historical developments and contexts |
| Applying knowledge to contemporary global contexts | * Plan and evaluate solutions to global challenges that are appropriate to the contexts using multiple disciplines (such as cultural, historical, and scientific) |

* Tim to request Tonya Bailey come to a CASL meeting to discuss definition of “Equity” and the work her newly formed committee is doing.
  + Compare to CASL goals
* Karen will look for some “equitable assessment” examples and bring back to CASL.
* Cheryl mentioned that data questions are being modified in Program Review.
  + To address bringing more diverse students into the programs
* Equity is hard to define and hope that Tonya Bailey might shed some light on it when she visits CASL.
  + Part of Tonya’s action plan is to put all of LCC on the same page and working in the same direction
    - This has been presented to the Academic Senate in DRAFT form only
    - Still in process of going through ELT review
  + While thinking of definitions would be helpful to breakdown different action areas in terms of equity

### Reassignment of groups for CASL breakout session work.

* Moving ELO statements review process to Karen and Cheryl
  + Rationale: To reprioritize how spend energy as a group in CASL. Blue and Equity will take time but still have the ELO and Co-curricular issues.
* Co-curricular group to work outside of CASL meetings and give a status update as a future standing agenda item.

## Revise Subcommittee members

* Sign up for revised subcommittees, either Equity and Assessment or Blue/Explorance subcommittees.
  + Go to the [CASL goals 2020-2021](https://lansingcc.sharepoint.com/:w:/r/sites/Interdivisional/SteeringCommitteeCASL/_layouts/15/Doc.aspx?sourcedoc=%7B1C1334DC-15AC-4866-8979-780091768121%7D&file=CASL%20goals%202020-2021%20revised.docx&action=default&mobileredirect=true) revised form in our CASL SharePoint and add your name under the heading of your choice – located in the Agenda and Handout folder under AY 20-21, Goals
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## New Business

* No new business presented.

## Adjourned 1:42 pm

* Entertained motion to adjourn.
* Mark Kelland motioned and Rafeeq seconded.
* Meeting adjourned at 1:42pm.
* Next meeting Friday, October 23, 2020 from 12:30pm to 2:00pm, via Webex.

*Respectfully submitted by note taker Terri Christian*

Lansing Community College is committed to providing equal employment opportunities and equal education 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 that is unrelated to the person's ability to perform the duties of a particular job or position or that is unrelated to the person's ability to participate in educational programs, courses services or activities offered by the college.

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