**Notes**

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

Meeting Held Friday, October 23, 2020, from 12:30 – 2pm – via Webex

**Team Members:**

**Present:**

Patti Ayers, Ed Bryant, Dana Cogswell, Michelle Curtin, Timothy Deines, Alex Gradilla, Nikki Gruesbeck, Karen Hicks, Mark Kelland, Mark Kohl, Zack Macomber, Rafeeq McGiveron, Rob McLoone, Dale Moler, Lisa Nienkark, Tracy Nothnagel, Chuck Page, and Kara Wiedman.

**Absent:**

Lyndia Klasko

**Guests:**

Tonya Bailey

## Action Items:

* Members of the Blue subcommittee will tackle the excel spreadsheet of questions and return next meeting with the top ranking 30 question for CASL to trim to 10 – 15.
  + Michelle will arrange a WebEx meeting for the Blue Subcommittee for next week
* Karen to share Equity and Assessment document with group.
* Tim to talk with Karen and Tonya about a potential Senate presentation to talk more about equity recommendations.
  + Equity subcommittee charged with developing a presentation to the Academic Senate
  + Tim to follow up with Tonya regarding research articles
  + Tim to arrange a WebEx meeting for Equity subcommittee members next week

**Approval of 10/23/20 Agenda**

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

**Approval of 10/6/20 Notes**

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

## Blue

### How to approach the review of the list of questions

* Pair it down.
  + Quality of Instruction
  + Course Content
  + Student Support Services
  + Inclusiveness
  + Course Materials
* Could use quality of instruction and course content categories as our main dimensions and offer subset for inclusion and support services under these dimensions.
* Goal to stay within 10 – 15 questions that may be universal for all courses.
  + Allows space for additional questions by program or course while not being as cumbersome as the existing IDEA evaluation
* Members of the Blue subcommittee will tackle the excel spreadsheet of questions and return next meeting with the top ranking 30 question for CASL to trim to 10 – 15.
  + Michelle will arrange a WebEx meeting for the Blue Subcommittee
  + Karen stressed sense of urgency to have questions to deliver to CDS/IT by close of next meeting
    - These can be adjusted if needed before implementation

## Equity and Assessment – Tonya Bailey

### Working definition of equity and DEI

* Equity is ongoing practice of recognizing and removing barriers or biases specifically in policies, procedures, processes, resources, etc. Actively working to ensure full participation across cultural and circumstantial differences by redressing exclusionary practices of underrepresented groups. When equity is sustained and fully present, it results in collective understanding, providing a unique set of supports to students’ unique challenges, more student needs met. Intentionally removing eliminating these barriers. It aims for addressing systemic changes, justice, liberation.

### Equity and Assessment

* Karen reviewed equity and assessment dimensions and recommendations.
  + Karen to share document discussed with group
* How do we use this information to develop ideas for faculty to implement practices?
  + Develop a job aid or faculty resource

### Discussion

* Tonya will return with a couple of research articles.
* Michelle suggestion: Include examples of how to apply the equity and assessment recommendations.
  + Such as, how to reword a test question or learning outcome or alternative assignment
  + Offer concrete strategies to influence disparity in assessment
* Presentation to the Senate ideas:
  + Encouraging courageous conversations about course design
    - Perhaps breakout groups
  + Use of a tool to give faculty
    - Examples of equitable assessment points and examples to use in your course today
    - Tool - Karen’s outline - as aspirational
    - Keep design of tool simple
      * Easy to read
      * Mindful of faculty cognitive overload
  + May be able to use Tonya’s articles as our discussion point

### Next Steps

* Tim to talk with Karen and Tonya about a potential Senate presentation to talk more about these recommendations.
  + Curriculum Committee (CC) is also looking at grading criteria and distribution
  + Could be good to have CC and CASL do a group presentation on this topic
* Equity subcommittee charged to develop a presentation to the Academic Senate.

## Co-Curricular Update

* Karen showcased a co-curricular spreadsheet and discussed progress of co-curricular areas.
  + Will post spreadsheet in SharePoint and update as they go

## New Business

* None presented.

## Adjourned 2pm

* With no new business the meeting was adjourned at 2pm.
* Next meeting Friday, November 6, 2020 from 12:30pm to 2:00pm, via Webex.

*Respectfully submitted by Terri Christian on behalf of note taker Karen Hicks*

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.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies: Equal Opportunity Officer, Washington Court Place, 309 N. Washington Square Lansing, MI 48933, 517-483-1730; Employee Coordinator 504/ADA, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1875; Student Coordinator 504/ADA, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1885; Sarah Velez, Human Resource Manager/Title IX Coordinator, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1874; Christine Thompson, Student Title IX Coordinator, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1261.