# Committee for Assessing Student Learning (CASL) - Notes

Meeting Held Friday, September 10, 2021, from 12:30 – 2pm – via Webex

## Team Members:

### Present:

Patti Ayers, Timothy Deines, Nikki Gruesbeck, Karen Hicks, Mark Kelland, Lyndia Klasko, Zack Macomber, Rafeeq McGiveron, Rob McLoone, Tracy Nothnagel, Chuck Page, Danielle Savory, and Kara Wiedman.

### Absent:

Dana Cogswell, Sandra Etherly-Johnson, Heidi Jordan, Mark Khol, and Dale Moler.

## Action Items:

* Before Next meeting: CASL members email Tim with their preferred choice of working in the Learning Lab, Research, or Blue Grant options this semester.
* Assessment Research Grant Opportunity. If interested go to this [website (https://www.bluenotesgroup.com/explorance-faculty-research-grant-2022-call-for-applications/)](https://www.bluenotesgroup.com/explorance-faculty-research-grant-2022-call-for-applications/) for more information.
	+ Application Deadline December 13, 2021
* Follow up on request for a visual project chart
	+ Intent to show the totality of projects, rank them and have timeline for tasks

## Approval of 9/10/21 Agenda

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

##  Approval of 8/27/21 Notes

* Call for correction/approval of minutes.
* Corrections needed for attendance information.
* The minutes stand approved with corrections.

## Welcome to New CASL member Danielle Savory

* Child Development, HHS

## CASL and Curriculum Committee Workgroup – status update, Karen Hicks

* There is a Tentative Course Proposal Form that can be used for 1 year to test new assessing methods
	+ Gives ability to reconcile with curriculum committee and experiment for one year

## CASL input into Blue Student Course Evaluations, Karen Hicks

* Moved question from the standard set and placed as an option for faculty to choose in the custom question section.
	+ Question asked students to give feedback on their learning environment, including building, classroom and work area
		- This caused some confusion and frustration for online courses
	+ This question had received negative feedback from some faculty
	+ The move will allow those who wish to continue using the questions do so without requiring it for all sections
* Determine procedure for reviewing Custom Questions used in Spring roll out
	+ Do we want to review customized questions?
		- Vet them to make sure they are good survey questions - that will generate meaningful responses
		- If see certain questions frequently added could move into question bank for others to choose as well
		- Make sure no inappropriate questions are used
		- HLC looks to make sure schools are keeping track of these types of issues
	+ Anyone interested in doing this?
		- CDS would send out data to a potential committee
		- Would review on a semester basis
		- Will need to determine scope of project and what items being are looked for during review
			* Inappropriate questions?
			* DEI issues?
			* Dig into and see what exists to make future plans
		- Volunteers for this committee:
			* Mark Kelland, Tim Deines, Danielle Savory, Rafeeq McGiveron and Rob McLoone
			* Others welcome at any time
* Request CASL members participate in fall semester testing for Formative Evaluations
	+ Formative Evaluation opportunity, using Blue, has been requested by faculty for a long time
	+ Inviting CASL and Academic Senate members to be testers
	+ Request that give CDS feedback on deployment and usefulness
	+ All members will automatically receive an email about two weeks prior to midpoint of the semester
		- Email will have a link inviting you to create your survey
	+ Report turnaround is quick, 1 day after the evaluation is closed!

## Assessment Learning Lab - Discussion

* From past discussions determined that should offer CASL varied options to support faculty with the assessment process this semester.
	+ Practical Experience with Assessment Learning Lab (Learning Lab)
	+ Research Experience to come up with tools faculty can use for equitable performance assessment methods (Research)

### Learning Lab

* There is value in experiencing the process of redesigning assessment in a course.
* May not suit all CASL participants at this time.

### Research

* Involves disseminating assessment information to our colleagues why educating ourselves.
* There is potential for a Research Grant from our current student evaluation vendor Explorance Blue.
	+ Karen will forward original email to CASL Members
		- It is also posted as a discussion on the CASL SharePoint site
		- It can also be found on the CASL SharePoint site in the [Resources Folder](https://lansingcc.sharepoint.com/sites/Interdivisional/SteeringCommitteeCASL/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FResources%2F%5FContinuing%20for%20Bluenotes%20Community%20Institutions%5F%202022%20Faculty%20Research%20Grant%20Call%20for%20Applications%20is%20Open%21%2Emsg&parent=%2Fsites%2FInterdivisional%2FSteeringCommitteeCASL%2FShared%20Documents%2FResources)
		- Grant FAQ located on the [Blue Call for Proposal website](https://www.bluenotesgroup.com/explorance-faculty-research-grant-2022-call-for-applications/)
	+ Deadline for submissions is December 13, 2021
	+ Will discuss more as a future agenda item

### Next Steps

* Requesting CASL members let Tim know which option, Learning Lab or Research, they would be interested in pursuing this semester.
	+ Believe could have an email exchange of why interested, how participating, fears and expectations of the possible choices
	+ Would allow more work to start at the next meeting
	+ Tim will send out reminder to CASL membership requesting their input by next Friday

## CASL Committee Roles – what should our semester and year look like?

* How do we make the best use of our time together?
	+ What should our semester and year look like?
* Ensure that we are getting data from the quality initiative and from the cocurricular project.
	+ Then present information to academic senate
* Assessment is something HLC looks at very closely and is the number one reason schools are sanctioned or put on probation for accreditation.
	+ This is the key component to putting together a cocurricular plan
		- This is not from LCC administration but HLC requirements for accreditation
			* That information is good to share with other faculty, sometimes they are angry with the administration for requesting items when it is not the administration actually doing the requesting
		- Number one accreditation problem nationwide
	+ In HLC criteria, last two words are “educational improvement” feedback to improve quality of education for students
	+ Evidence needed that we improve our pedological systems based on assessment of student learning
* Would like to come up with a better way to organize our information and projects.
	+ Current outline system is hard to follow
		- Bullet points are not helpful
	+ Perhaps a Gant Chart with various projects on a timeline
		- Could then more easily rank priorities
		- Target dates, who is involved, etc.
		- Would also be informative to the Academic Senate, if they are wondering what we are up to
	+ Flow chart also a possibility, what Curriculum Committee uses to help visualize their projects and stay on track

## New business and Future Agenda Items

* Discuss use of “authentic” when describing new assessment techniques.
	+ Some folks are upset that it might imply previous techniques were not authentic.
	+ This term is being use in the field but need to realize it doesn’t invite participation for some faculty
* Discuss how to make the potential Blue Assessment Research grant option viable.

## Meeting Declared Adjourned at 1:39 pm

* Next meeting Friday, September 24, 2021 from 12:30pm to 2:00pm, via Webex.

*Respectfully submitted by Terri Christian*

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