# LCC Logo

# Committee for Assessing Student Learning (CASL) - Notes

Meeting Held Friday, November 5, 2021, from 12:30 – 2pm – via Webex

## Team Members:

### Present:

Patti Ayers, Dana Cogswell, Timothy Deines, Karen Hicks, Heidi Jordan, Mark Kelland, Mark Khol, Zack Macomber, Rafeeq McGiveron, Rob McLoone, Dale Moler, Tracy Nothnagel, Chuck Page, and Danielle Savory.

### Absent:

Sandra Etherly-Johnson, and Kara Wiedman.

### Guest:

Cheryl Garayta, Melinda Hernandez and Susan Jepsen

## Action Items:

* Members asked to relook at the draft, “Institutional-Level Student Learning Outcome Process Development,” document in the [CASL SharePoint site](https://lansingcc.sharepoint.com/:w:/r/sites/Interdivisional/SteeringCommitteeCASL/_layouts/15/Doc.aspx?sourcedoc=%7B9FD6395C-40A4-4A9A-85F9-89D22136C171%7D&file=CASL_ELO%20recommendations%20and%20interpretations_draft%20fall%202021.docx&action=default&mobileredirect=true) .
  + **HOMEWORK**, be ready to discuss at next meeting:
    - Is 75% minimum target a good one or propose another?
    - Should we add ranges and what would they look like?
    - Are there additional factors to offer faculty when it comes to interpretation of the outcomes?
* Let Karen know if you are interested in participating in the CASL subgroup, CC + CASL.
* Continue progress with CASL Workgroup items.
  + Post questions or comments to share on the CASL Webex Team site

## Approval of 11/05/21 Agenda

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

## Approval of 10/22/21 Notes

* Call for correction/approval of minutes.
* Hearing no objections, the notes stand approved.

## Housekeeping

### Interpretation and meaning making of educational learning outcomes (ELOs)

* Goal to come up with recommendations for presentation to the Academic Senate, as conversation starters.
* Karen recommended bringing the first three objectives in a draft document she shared titled, “Institutional-Level Student Learning Outcome Process Development,” this draft can also be found on the [CASL SharePoint site in the ELO Folder](https://lansingcc.sharepoint.com/:w:/r/sites/Interdivisional/SteeringCommitteeCASL/_layouts/15/Doc.aspx?sourcedoc=%7B9FD6395C-40A4-4A9A-85F9-89D22136C171%7D&file=CASL_ELO%20recommendations%20and%20interpretations_draft%20fall%202021.docx&action=default&mobileredirect=true).
  + First, establish targets for each institutional-level student learning outcome (ELO)
  + Second, set ranges for interpretation and decision making, guidance on where to go next
  + Third, making Interpretations and meaning making of student learning outcomes
* What part does CASL play in these conversations?
  + Determine who presents this information to Senate
  + Add edits to document draft
  + Help facilitate Senate’s use of the student learning data

#### Discussion

* One piece to add to the presentation is that these ELOs are part of the criteria for accreditation from HLC and is the number one area where schools get in trouble when being reviewed.
  + This is not coming from CASL but required by federal law
  + Although it is also important to underline the fact that we have to do this we should not lose site of the fact it is a good idea to do
    - Our LCC mission statement is about ensuring all students successfully complete their educational goals
      * Assessment is a way to confirm out students are actually learning things
      * It is a continual part of evolving and being better at what faculty does
* The summary percentages, given in the report, only represent students that were assessed, this might be different from total course enrollment – some might have not taken the assessment tool.
  + Important to clarify so that there is no confusion if a faculty’s core success data, which included all students enrolled in a course, doesn’t match the assessment data
* Not looking at achievement gaps but equity gaps, the difference between equity and achievement is often contextual/external factors
  + Lots of external barriers, outside of student control can come into play
* How can we think about equity versus achievement?
  + One possible way:
    - Achievement gap, the onus is on the student and their individual capabilities
      * The faculty still has to do their jobs and teach the course
    - Equity gap, consideration given to other variables affecting a student’s performance that they can’t control
      * The faculty might have to work harder to meet the student where needed, sometimes the college/society needs to also help
      * Factors could include: jobs, families, hunger, housing
  + An equity gap needs to be considered when looking at assessment numbers, there can be many reasons why they are low that has nothing to do with that student’s capabilities
  + “The students don’t have an achievement gap the college has an equity gap.”
    - The equity gap is an indicator that the college needs to keep developing ways to teach in order to reach every student
* Important to remember the numbers being discussed at Academic Senate are on the Institutional level.
  + There is also the program level and course level assessment
  + It is a funnel with the widest part being institutional moving to the most detailed/nuanced look being at the course level
* At the institutional level equity issues are found by looking at patterns over time.
  + This includes the context of the assessment, for example was it pre/during/post-COVID
* Goal is to have this document finalized by the end of this semester so ready to present to the Academic Senate during Spring Semester.
  + **HOMEWORK**, be ready to discuss at next meeting:
    - Is 75% minimum target a good one or propose another?
    - Should we add ranges and what would they look like?
    - Are there additional factors to offer faculty when it comes to interpretation of the outcomes?

### Curriculum Committee (CC) + CASL workgroup

* Subgroup restarting, first meeting next week.
* Please let Karen know if want to join or continue from last year.
* Will be focused on:
  + Reviewing processes of who does what in the reviews for course proposal changes
  + Calibrating the two committees work, make sure communication lines are open and everyone is on the same page
  + Need to create a process where programs can change their ELOs on demand

## Workgroup check-ins

* Group determined currently too early to have items to report out and moved to next agenda item.

## SharePoint project plan and discussion board

* Went over CASL Project Plan 2021-2022 located on the [CASL SharePoint site](https://lansingcc.sharepoint.com/:x:/r/sites/Interdivisional/SteeringCommitteeCASL/_layouts/15/Doc.aspx?sourcedoc=%7BC5CFC04A-69F2-43D9-B026-B57A3AAAA50D%7D&file=CASL%20project%20plan%202020-20211.xlsx&action=default&mobileredirect=true).
  + Request scribes from each workgroup upload information into that document
* Determined to use a CASL workgroup in webex teams for communications between meetings, in place of the SharePoint discussion board and in tandem with the scribe documentation in SharePoint.
  + Space to post questions and discuss items subgroups are working on
  + Senate had created a CASL workgroup already, will make sure all members are invited to join

## New Business & Future Agenda Items

* None at this time.

## Adjourn to Breakout Groups at 1:20pm

* Groups broke into 3 breakout sessions for the rest of the meeting.

## Next Meeting

* Next meeting Friday, November 19, 2021 from 12:30pm to 2:00pm, via Webex.

*Respectfully submitted by Terri Christian*

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