

# Committee for Assessing Student Learning (CASL) - Notes

Meeting Held Friday, December 3, 2021, from 12:30 – 2pm – via Webex

## Team Members:

### Present:

Patti Ayers, Timothy Deines, Heidi Jordan, Mark Kelland, Mark Khol, Zack Macomber, Rafeeq McGiveron, Rob McLoone, Dale Moler, Tracy Nothnagel, Chuck Page, Danielle Savory, and Kara Wiedman

### Absent:

Dana Cogswell, Karen Hicks, Sandra Etherly-Johnson, and Melinda Hernandez.

### Guests:

James Allen and Cheryl Garayta

## Action Items:

* Tim to contact and work more with panelist before the January 5th presentation on Blue Formative Evaluations.
  + Hopes CASL members will be able to attend the session and participate
* Breakout groups asked to post some goals for spring semester in the [SharePoint CASL Project Plan excel file](https://lansingcc.sharepoint.com/:x:/r/sites/Interdivisional/SteeringCommitteeCASL/_layouts/15/Doc.aspx?sourcedoc=%7BC5CFC04A-69F2-43D9-B026-B57A3AAAA50D%7D&file=CASL%20project%20plan%202020-2021-scribe.xlsx&action=default&mobileredirect=true&cid=904bf24f-a3a2-49a8-9398-d59d6abfb3b7).

## Approval of 12/03/21 Agenda

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

## Approval of 11/19/21 Notes

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

## Potential for other Presentations from CASL

### Panel Style – Highlight CASL workgroup work

* Perhaps for Fall 2022 Kickoff.
* Discuss what Assessment workshop, Blue Review and Assessment Research groups accomplished.
* Discuss assessment and its importance.

### Federal Agenda’s Impact of Assessment

* In Senate on 12/3 there was a presentation of the Federal impact on community colleges and one of the first things mentioned was the importance of assessment.
  + Federal Grant and higher education funding strategy
* Also financial aid and the existence of federal expectations for assessment (not just for online courses)
  + Mark Kelland can explain in more detail at a future meeting
* Could also discuss HLC

#### Program Review ties into the Federal Agenda

* Program review is a piece of assessing the overall quality of a program.
* Same assessment discussed for Program Review should be ongoing, by time the review comes up just summarizing what already know.
* Annual improvement plans help with this process.
  + Intentionally assign people to work on part of the plan and review progress at year’s end
  + Then can roll over into the next year as needed, and so on

### Next meeting

* Mark Kelland volunteered to discuss the role assessment plays in accreditation and what the Department of Education is specifically looking at with the financial aid program.

## PA days Formative Midterm Evaluations - planning

### Basics

* January 5th date.
* Karen to begin session and provide context.
* Tim to facilitate the session.
* Panel to discuss experience with Blue Formative Evaluations.
  + Thank you to James Allen, Heidi Jordan and Mark Kelland for volunteering to be our panelists
* Optional, but requested CASL members attend session.
  + Could also add to discussion as needed

### Discussion

* How do we best use that time to discuss formative assessment?
  + Define term formative evaluation
    - Danielle has formative assessment in her class, how is that different from the formative evaluation?
      * Qualitative verses quantitative?
* What are expectations of panel?
  + Tim to send panel participants some general guidelines before the session
    - Including example questions to be prepared for
      * What information was provided?
      * Was is simple to use?
      * Would you do it again?
      * Were your students engaged?
* Need a good title and description to entice faculty to come to this session.
  + Suggested to keep “formative” out of the title to avoid misleading the context of the session
* Evaluations are viewed as somewhat threatening.
* Why faculty would be hesitant or not interested in using Blue.
  + Give and take with panelists on one hand and Karen on the other
* Mark Kelland and Heidi Jordan shared a bit of their experience with the Formative Evaluation
  + Mark found quick feedback brought back his interest in the evaluation process
    - His student responses were all good
  + Heidi had a different experience and will “Save it for the panel discussion” so CASL members be sure to attend!
    - Student feedback was not all positive
* Hoping for a lot of discussion during the presentation, not just on Formative Evaluations but Assessment in general.
  + Might be nice if CASL did something like this at other college events like this one
  + Might generate more interest in assessment and give ideas on how to incorporate into courses
* Comment made that today’s discussion has started generating ideas for next semester’s formative assessment opportunity and it might do the same to people at the January presentation.
  + Great way to get student feedback on something new tried in the classroom
    - Both positive and negative feedback would be very useful then

### One Proposed format, from Danielle Savory, title could be, “Blue: Pros and Cons”

1. Describe Blue and how to use
2. Pros and cons
3. Possible Uses
4. Question the Panel

### Next Steps

* Tim to find out general length of session.
* Tim and Karen to meet and discuss details.
* Tim to communicate details to panelists.
* CASL members encouraged to come to the session.

## HLC Quality Initiative update – via document from Karen Hicks

* Big thank you given to the co-curricular programs for working on these assessment plans virtually over the last year.
  + Each of these plans (aside from the Library, which was already very well developed) required co-curricular programs to meet with Karen several times to talk about how they would measure their student success within this context.
* Accomplishments to date:
  + Defined co-curricular at LCC
  + Identified criteria for co-curricular assessment inclusion
  + Consulted with each of our test group of co-curricular areas to identify current assessment methods and processes and to inform assessment plan template design
  + Invited co-curricular representation to CASL
  + Developed assessment plan template for co-curricular areas to document plans for collecting and using student learning data.
* Assessment plans have been developed for 4 co-curricular areas
  + Library
    - Implementation Status is Active
      * Process integrated with ENGL 121
  + Leadership Academy
    - Implementation Status is Testing
      * Test assessment plan spring 2022
      * Implement fall 2022
  + TRIO
    - Implementation Status is Testing
      * Test fall 2022
      * Implement spring 2023
  + LUCERO
    - Implementation status is Testing
      * Test fall 2022
      * Implement spring 2023
* Next Steps
  + Add Co-curricular programs
    - Learning Commons
      * Revisiting this, first attempt had issues aligning D2L grade items with Learning Commons visits
      * CDS working with LC for other metrics
    - Advising
    - Athletics
    - Digital Badging

## Workgroup check-ins

* Nothing to report at this time.

## New Business & Future Agenda Items

* Mark Kelland volunteered to discuss the role assessment plays in accreditation and what the Department of Education is specifically looking at with the financial aid program.

## Adjourn to Breakout Groups at 1pm

* Request that goals for coming semester be put in [SharePoint Project Plan document](https://lansingcc.sharepoint.com/:x:/r/sites/Interdivisional/SteeringCommitteeCASL/_layouts/15/Doc.aspx?sourcedoc=%7BC5CFC04A-69F2-43D9-B026-B57A3AAAA50D%7D&file=CASL%20project%20plan%202020-2021-scribe.xlsx&action=default&mobileredirect=true&cid=904bf24f-a3a2-49a8-9398-d59d6abfb3b7).
* Groups broke into 3 breakout sessions for the rest of the meeting.

## Next Meeting

* Next meeting Friday, January 14, 2022 from 12:30pm to 2:00pm, via Webex.

*Respectfully submitted by Terri Christian*

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