

# Committee for Assessing Student Learning (CASL) - Minutes

Meeting Held Friday, January 27, 2023, from 12:30 – 1:30pm – via Webex

## Team Members:

### Present:

Brenda Brown, Timothy Deines, Melinda Hernandez, Karen Hicks, Heidi Jordan, Mark Kelland, Mark Khol, Zack Macomber, Rob McLoone, Tracy Nothnagel, Chuck Page, Danielle Savory, and Kara Wiedman.

### Absent:

Rafeeq McGiveron

### Guest:

Cheryl Garayta

## Action Items:

* Tim to present approved resolution to Academic Senate, 2/10/23.
	+ Members requested to attend for support
* Mark Kelland to begin work on Co-curricular Assessment Handbook with basic draft for review by next meeting.
* CASL members find and review the Student Learning Assessment web pages for several colleges.
	+ Identify the designs, content, and features you think CASL should consider for our LCC assessment web pages
* Tim to reach out to Dina Krois to see if able to speak to CASL regarding Honors Option at LCC.

## Approval of 1/27/23 Agenda

* Call for approval of agenda.
* Added one item regarding a comment on the 2/26/23 C3R meeting.
* Hearing no objections, the agenda stands approved.

##  Approval of 1/13/23 Minutes

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

## Comments from C3R meeting last night – Mark Kelland

C3R stands for Coalition for College and Career Readiness.

* Mark Kelland wanted to recognize the excellent assessment presentation Karen gave at that meeting.

### Discussion

* Potential future agenda item – assessment verses grades.
	+ Look at how high schools assess algebra courses and compare with LCC system
	+ Superintendent Bill Barnes mentioned an important point, often an assessment is based on the work a student has done but not if they have met the learning outcomes of the course
		- Looking at the alignment between what a grade represents and what is truly assessed is important
	+ CASL is the committee that helps demonstrate the learning that happens in courses
		- A course grade is not always an indicator of learning
		- Would love to see the script flipped – focus on what are students learning not what their overall course grade is
			* Not sure achievable in current system but still worth bringing into the conversation
			* Grades tend to be more performance and behavioral based
				+ Attendance and completed homework assignments
	+ Possible to have CASL and Curriculum Committee communicate more
		- Curriculum Committee investigates grading criteria
		- Good to articulate the way grading and demonstrating material mastery can work together – participation points are great, as long as they are of sufficient quality to demonstrate learning the course material
		- May invite Curriculum Committee to future CASL meeting for discussion
* Learning outcomes also came up.
	+ Hoping more faculty realize that there is a need to go back and look at the learning outcomes and determine if they need to be revised
* A past study noted that the greatest indicator of college success is the number of college credits a student earned while in high school.
* Next C3R meeting?
	+ They hold tri-annual summits and Action Team meetings throughout the year
		- All employees welcome to attend
	+ Typically October and January Summit invitations are usually posted in the Star Newsletter
	+ Contact person: Leah Melichar, Director of K-12 Operations, C3R@lcc.edu

## Gradebook Alignment Resolution

* Committee reviewed, discussed, and revised the submitted document.
* Motion made to approve by Mark Kelland and seconded by Heidi Jordan.
	+ Vote passed by majority. Resolution will be as follows:

**CASL Resolution**

**Gradebook Language – 27 Jan 23**

Whereas, Students are assured of quality education when assessment is an intentional and integral part of the learning process;

Whereas, Criterion 4 of the Higher Learning Commission’s Criteria for Accreditation focuses on assessment; and

Whereas, Coordinating the language and alignment within D2L of assessment artifacts in the D2L gradebook for multi-section courses would facilitate and simplify the ability of the Director of Assessment to collect data for annual assessment reports and for program review; therefore, be it

Resolved, That academic programs should work with Assessment Coordinators and/or the Director of Assessment to ensure standard naming conventions for common assessments in multi-section courses used for programmatic and college-wide reporting.

Approved by CASL on 27 Jan 2023

* Benefits student learning by getting clean data for assessment analysis.
	+ Some concern that this sets an arbitrary standard upon people for the sake of conformity and involves the sacrifice of what is useful
* Good starting point, additional issues will need to be addressed in future. Such as linking outcomes in D2L, everyone using the same grading scale (4.0 or A), and others.

### Next Steps

* Tim to present at Academic Senate.
	+ He would appreciate support from colleagues at that time.
* Future CASL agenda item from discussion:
	+ Senate is the place to discuss resources and set priorities – this committee needs to bring forward spending more on D2L to allow tools not currently available, such as linking course learning outcomes to graded assignments/tests
	+ Kara mentioned eLearning is in the process of proactively looking at D2L and determining it’s existing assessment capabilities.

## HLC tasks: Co-curricular Assessment Handbook & Co-curricular Student Catalogue

This is work CASL is responsible for and a timeline exists. Due by August but preferably before the end of the semester.

* HLC requires conducting and reporting on a quality initiative.
	+ Co-curricular Assessment was chosen with a team set up to work on this
	+ COVID and personnel turnover caused this work to fall by the wayside
		- Portions continued but a Co-curricular handbook and student catalogue need to be completed
	+ Meeting between Mark Kelland, Tim, Karen and Provost helped define tasks
* Mark Kelland to begin work on the handbook and have something for the committee to review before the next meeting.
* Student catalogue could be a website.
	+ Karen and Mark Khol to help Mark Kelland work on this

### Next Steps

* Continue discussion and assignments at next CASL meeting.

## Future Agenda Items

* Website work – 2 separate pages
	+ One Page: Use as part of HLC Student Catalogue requirements
	+ One Page: Assessment reference area
	+ CASL requested to look at others colleges’ sites as explore potentials
* Proactively discuss D2L upgrade possibilities.
	+ eLearning in process of reviewing D2L analytical options.
		- Will report back with status updates
* ChatGPT.
	+ Artificial Intelligence (AI), how this will impact higher education
	+ Assessment and assessment integrity will be an issue
	+ Discuss and strategize out how to bring to Senate in a productive way
* Honors Option.
	+ How does LCC assess an honors vs. non-honors artifact?
	+ Is the honors option by section or by student?
		- Does it vary by program or course?
	+ Recommended to invite guest speaker, Dina Krois, in charge of LCC’s Honors Program, to discuss
		- She can give background and describe how it has evolved at LCC
	+ Procedure needed, current system is arbitrary and therefore could be exclusionary
	+ Not all faculty able to give honors credit – Board of Trustees decision
* Discuss forming a subcommittee to explore Assessment Coordinators.
	+ Explain purpose
	+ Prove usefulness with concrete examples
	+ Use this information to begin getting other people on board with the idea of needing more
	+ Danielle, Brenda, Karen willing to work on this committee – others?

## Meeting Adjourned at 1:28pm with no objections

* Next Meeting Friday, February 10, 2023 from 12:30pm to 2:00pm, via Webex.

*Respectfully submitted by Terri Christian*

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