



Committee for Assessing Student Learning (CASL) - Minutes

Meeting Held Friday, October 20, 2023, from 12:30 – 1:30pm – via Webex

-Approved 11/3/23-

Team Members:

Present:

Brenda Brown, Dana Cogswell, Melinda Hernandez, Karen Hicks, Heidi Jordan, Mark Kelland, Mark Khol, Zack Macomber, Rafeeq McGiveron, Homa Ghaussi Mujtaba, Tracy Nothnagel, Danielle Savory and Kara Wiedman.

Absent:

Timothy Deines, Amanda Estacio, Rob McLoone, and Chuck Page.

Guest:

Cheryl Garayta.

Action Items:

- Members welcome to view Kara’s D2L Learning Outcome presentation.
 - Link to today’s presentation: [Part II - D2L Outcomes Pilot Demonstration](#)
 - Link to previous presentation: [Part I - D2L Outcomes Tool Demonstration](#)
 - Faculty participation in this project is encouraged, let Kara know if interested.
- Interested CASL members reminded there is an AI Literacy Training in D2L.

Approval of 10/20/23 Agenda

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

Approval of 10/06/23 Minutes

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

D2L Learning Outcomes and D2L Data Reports, Part II – Kara

- Kara shared her screen to walk through the Learning Outcomes Tool in D2L.
 - Link to recording found here: [Part II - D2L Outcomes Pilot Demonstration](#)
 - Links to both Part I and II of these recordings can be found on the [CASL SharePoint Site](#), under the heading Video Clips, located below the Documents section
- This demonstration is to explain how the data reporting portion of this tool will work.
- Note: When eLearning refers to a course they mean the CRN, or section, level. Faculty only have access to information regarding their section.
 - The possibility of Faculty Chairs or Division Deans having access to see combined sections of specific courses is currently being looked into
 - That is still in process during the piloting and fine tuning of this tool
- Faculty still welcome to join this tool’s testing group.
 - For both this semester and spring semester

- If interested please let Kara know and fill out [form here](https://forms.gle/y5uUPKYSYdR8Az7W6):
(<https://forms.gle/y5uUPKYSYdR8Az7W6>)

CASL Website Team Update – Danielle

- Danielle, shared her screen.
- The Website Team is prioritizing 4 areas to start working on this semester: 1. Getting Started with Assessment, 2. Course Design-Assessments, 3. Using D2L for Assessment, and 4. Getting Help with Assessment.
 - Currently reviewing existing LCC information on these topics
 - Spoiler Alert: CASL members may be asked for formative and summative assessment examples

Continuation of equitable Honors Program options discussion

- As previously discussed, there is no current LCC policy in place that identifies the Honors Scholarship criteria and how Honor's Option courses are selected.
 - Cheryl, Rafeeq, and Mark Kelland plan on talking with the Provost regarding this in their next Academic Affairs meeting, on Tuesday 10/24/23.
 - After that criterion is established, and approved by the Academic Senate, it would clarify what assessment items CASL might need to discuss
- Next steps for CASL are to list this as a future agenda item.
 - Cheryl, Mark Kelland, and/or Rafeeq can give a status update after the Academic Affairs meeting

Chat GPT/General AI – standing discussion topic

General consensus is that the AI news is not all bad.

- At Academic Senate meeting this morning, TAC announced how they used ChatGPT to generate their committee's purpose statement.
 - They edited but will be submitting it as part of their official charter
- AI has been used in the legal profession for quite a while.
 - Saves time and money creating basic documents for editing
- Heidi, over the summer had used it to see what course assignments it could generate and while editing very needed was able to gather some new insights by using it.
- Kara, reminded group that there is a new AI Literacy Training in D2L.
 - One example of things learned in this training: Tracy used the "Intelligent Agent" to help track student logins to her D2L site.
 - The agent sent an email to one student who hadn't logged in for three days.
 - This saves faculty tracking time and was a friendly way to remind the student to stay on top of their work

Future agenda items

- Update Honor's Program criteria status.
- Discuss CASL Membership log.
 - Some areas in need of representation on CASL per our charter

Other

- Heidi and Karen will attend a Student Learning Assessment in Michigan (SLAM) conference next Friday.
 - If others are interested, they are welcome, please contact Karen Hicks.

- Link not sent yet but Karen can forward once she receives it.
- 2nd Annual meeting of several Community Colleges and University Partners to discuss various assessment topics.

Meeting Adjourned at 12:59pm with no objections

- Next Meeting Friday, November 3, 2023 from 12:30pm to 2:00pm, via Webex.

Respectfully submitted by Terri Christian

LCC provides equal opportunity for all persons and prohibits discriminatory practices based on 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 participate in educational programs, courses, services or activities offered by the College.