



Minutes – approved 10/18/24

Name of Committee or Team: Committee for Assessing Student Learning (CASL)

Support Documents Link: [CASL Senate website](#); [CASL SharePoint](#); CASL Space on Webex

Recording link: N/A

- **Committee Members Present via WebEx:** Amanda Estacio, Charles Page, Dana LaMacchia, Danielle Savory, Heidi Jordan, Homa Ghaussi Mujtaba, Jesse Mills, Joshua Galat, Kara Wiedman, Mark Kelland, Melinda Hernandez, Olga Correa, Rafeeq McGiveron, Rob McLoone, and Zachary Macomber.
- **Resource/Ex-officio Members Present via WebEx:** Dana Cogswell, Karen Hicks, Nicole Olszowy, and Tracy Nothnagel.
- **Guest(s):** Cheryl Garayta, Lisa Nienkark, Nicole Reinhart-Huberty, and Zack Dilber
- **Scribe:** Terri Christian

Date: 10/04/24

Time: 12:30 – 2pm

Room: Via Webex

Agenda Item	Tentative Time	Discussion	Next Steps
Approval of the 10/04/24 Agenda		Approved without objection	N/A
Approval of the 9/20/24 Minutes		Approved without objection	N/A
Welcome New CASL Member: Joshua Galat, English Faculty		Welcome Josh! CASL members introduced themselves at end of meeting.	N/A
AI and Assessment – updates of other campus work being done - standing agenda item?		<ul style="list-style-type: none"> • Tracy spoke with Bill Garlick regarding the AI workgroup, which was created during senate but is a workgroup not a subcommittee. <ul style="list-style-type: none"> ○ Members represent faculty and administrators from all areas of the college. ○ Developed college guidelines for dealing with AI and will share with CASL either via email or Webex CASL Space before next meeting ○ That was last year’s mission but the group wants to continue and will meet in future to set a new goal ○ Tracy will keep CASL apprised of any Assessment related topics discussed • Group discussed possibilities of AI in Learning Outcomes 	Tracy to share AI Workgroup Guidelines with CASL

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		<ul style="list-style-type: none"> ○ Demonstrating how faculty use it use it in work as educators ○ Suggestions how students use it as a tool ○ Certain disciplines teach students to use it ○ CASL to focus on general assessment guidelines within which faculty can shape their course ● Noted that AI detectors are ineffective tools for faculty use. 	
Course mapping – standing agenda item		<ul style="list-style-type: none"> ● Karen gave an update of her current mapping work, aligning assessment methods to course learning outcomes. <ul style="list-style-type: none"> ○ EMS meeting 2 of 4 successfully completed ○ Upcoming meeting with Mark regarding one of his courses ○ Several other courses reaching out and beginning work on their mapping ○ Systems being developed and refined as this work continues - that will equate into future faculty guidelines 	Will continue updates next meeting.
CASL Website Committee update – standing agenda item		<ul style="list-style-type: none"> ● Still time to fill out CATS form for use on website. ● Still looking for interested people to join this subcommittee. ● Next CASL meeting, October 18, 2024, will have a working session exploring more formal formative assessments. <ul style="list-style-type: none"> ○ Information will be sent prior to meeting – please review ○ Breakout sessions ○ Another form to gather examples to make the CASL Assessment website truly LCC faculty oriented 	<p>Still time to fill out the CATS Collection for the LCC Assessment Website</p> <p>If interested in joining please email Danielle, Kara, or Chuck to get started.</p>
ELO Review Process - Karen		<ul style="list-style-type: none"> ● Introduce Essential Learning Outcomes (ELOs) process. <ul style="list-style-type: none"> ○ Institutional, also called Essential Learning Outcomes are a set of learning goals that define what each student should possess upon completion of a curriculum ○ LCC's were last updated in October 4, 2021 and it is time to review and renew them as needed 	Review existing LCC ELOs on Website , and ELO Comparisons on CASL SharePoint Site , visit links and add comments to ELO

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		<ul style="list-style-type: none"> ○ CASL will work on this during the next few meetings ● Review existing LCC ELOs. <ul style="list-style-type: none"> ○ Found at this link, LCC ELO Website ● Review other college ELOs. <ul style="list-style-type: none"> ○ Use information Karen has compiled, ELO Comparisons on CASL SharePoint Site ● Discussion: <ul style="list-style-type: none"> ○ Assessment Report goes out to the Board of Trustees in October and measures ELO success rates ○ Concern about adding to our existing 4 categories <ul style="list-style-type: none"> ▪ The more we add the harder it is for each program to include them all ▪ Possible solution would be to add subcategories that add nuance to existing ELOs ○ ELOs are meant to be met by every degree program but not certificates <ul style="list-style-type: none"> ▪ Many of the goals are met through general education courses that are not included in certificate requirements ▪ All ELOs do not need to be met on an individual course level but rather the combination of courses in a degree program ○ Might be nice to see actual outcome wording, not just topics on LCC ELO website <ul style="list-style-type: none"> ▪ Example found in Grand Valley State University Website 	<p>Comparison worksheet – come ready to discuss next meeting.</p>
Future agenda items		<ul style="list-style-type: none"> ● Discuss how CASL will lead efforts to raise LCC faculty’s assessment awareness. 	

Meeting adjourned at 1:15pm.

Next meeting 10/18/24, 12:30 – 2pm, via Webex.

WebEx Chat Information:

Saved for all participants in Webex application, “Meeting recap” area.