



Approved Minutes

Minutes were approved during the 9/19/25 CASL meeting.

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:** Amy Simons, Anna Mitterling, Dana LaMacchia, Danielle Savory, Heidi Jordan, Jesse Mills, Joshua Galat, Kara Wiedman, Mark Kelland, Melinda Hernandez, Olga Correa, Rob McLoone, and Zach Macomber.
- **Resource/Ex-officio Members Present via WebEx:** Dana Cogswell and Karen Hicks.
- **Guest(s):** Lisa Nienkark and Wyatt Schwanbeck.
- **Scribe:** Terri Christian, via Webex recording.

Date: 05/02/25	Time: 12:30 – 1:20 PM	Room: Via Webex
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Agenda Item	Discussion	Next Steps
Approval of the 5/2/25 Agenda	Approved Without objections	N/A
Approval of the 4/18/25 Minutes	Approved Without objections	N/A
Chair's Report	Accreditation Liaison Officer Update <ul style="list-style-type: none"> • HLC Mid-Cycle Review: <ul style="list-style-type: none"> ○ Approximately 2 to 2½ years away. ○ Assessment will be a major focus. Three Key Areas of Potential CASL Work: <ol style="list-style-type: none"> 1. Course Mapping & D2L Alignment: <ul style="list-style-type: none"> ○ Align course-level outcomes (CLOs) with program (PLOs) and institutional (ELOs) outcomes. ○ Use D2L's outcomes tool to streamline process and maintain focus on pedagogy. ○ Perhaps coordinate with Program Review as well. 2. Co-curricular Assessment: <ul style="list-style-type: none"> ○ Develop consistent assessment plans. 	Discuss more in upcoming Academic Year.

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	<p>3. Committee Focus Suggestions:</p> <ul style="list-style-type: none"> ○ Explore topics such as authentic assessment, equitable assessment, and assessment in the AI age. ○ Consider assessing student use of AI and instructor integration. <p>• Consistent Reporting Format:</p> <ul style="list-style-type: none"> ○ Needed for HLC assurance argument and internal clarity. ○ Curriculum maps and assessment reports should follow a shared structure. ○ Proposal: CASL Committee may help convert existing reports into a standard format. <p>• Program Review Integration:</p> <ul style="list-style-type: none"> ○ Expand executive summaries to include assessment alignment. ○ Could streamline HLC documentation and reduce overall burden. <p>Committee Dynamics & Support:</p> <ul style="list-style-type: none"> • Committee operates under Academic Senate with collaboration from Assessment Director. • Importance of faculty buy-in and clear roles. <ul style="list-style-type: none"> ○ eLearning will assist with technical setup in D2L. ○ Faculty will be supported—no one expected to manage this alone. 	
<p>DEIB Practice in Assessment, standing agenda item</p>	<p>Discussion Highlights</p> <ul style="list-style-type: none"> • Question raised about whether constructs were intentionally combined. • Concern noted about blending ideas too early, potentially confusing when presenting to faculty. • Suggestion: <ul style="list-style-type: none"> ○ Phase 1 – Focus on pure authentic assessment. ○ Phase 2 – Blend with collaborative assessment once groundwork is set. • Emphasis on supporting faculty at different learning levels. <p>Authenticity Varies by Program</p> <ul style="list-style-type: none"> • Collaborative assessment is considered authentic in some programs, not in others. 	<p>Deeper dive in AY 25-26</p>

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	<ul style="list-style-type: none"> • Recommendation to use “authentic assessment in your academic area” to respect differences. • Aim to honor both similarities and unique applications across the college. <p>Group Selection for Deeper Exploration</p> <p>Participants asked to choose one of three focus groups:</p> <ul style="list-style-type: none"> • Group 1: Authentic/Collaborative Assessment (group work focus) <i>Members:</i> Anna, Zach, Lisa, Danielle, Kara • Group 2: Socially Conscious/Student-Centered Assessment <i>Members:</i> Olga, Josh, Mel, Rob, Amy, Dana C. • Group 3: General Assessment Overview (fundamentals) <i>Members:</i> Wyatt, Karen, Jesse, Dana L., Mark 	
<p>Review CASL Video Referenced in POE Course Link here: CASL Video in media space</p> <p>Purpose: Determine if content is current or needs updating.</p>	<p>Video Viewing</p> <ul style="list-style-type: none"> • Committee watched the shared video together. • Observations: <ul style="list-style-type: none"> ◦ Captions stop at the 5-minute mark. ◦ Arrow at the 8:10 timestamp may be upside down. ◦ Script content received positive feedback—no issues noted. ◦ Several members commented the video was helpful and wished they had seen it earlier. <p>Purpose & Scope</p> <ul style="list-style-type: none"> • The video was intended as the first of a potential two- or three-part series for the CTE POE course. • It was not designed to be all-inclusive. <p>Suggestions & Considerations</p> <ul style="list-style-type: none"> • Consider breaking the video into shorter, more digestible sections. <ul style="list-style-type: none"> ◦ Perhaps adding chapter markers is a simpler solution. • Need to clarify the target audience before making any changes. <ul style="list-style-type: none"> ◦ Original intent was for the Board of Trustees. ◦ Use has since expanded to TLTT, POE, and CTE onboarding. ◦ May need to reshape future content for specific audiences. 	<p>No further actions at this time.</p>

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	<p>Final Thoughts</p> <ul style="list-style-type: none"> • Video continues to serve its original purpose; no edits needed at this time. • Consider creating new videos tailored to additional audiences moving forward. <ul style="list-style-type: none"> ◦ Suggestion to add the video to the CTE “Assessment Corner” (or equivalent resource). • Assessment Coordinators may share the video with their faculty. • Useful for onboarding new CASL members. • No immediate action required—future changes can be added as a new agenda item if needed. 	
Confirm AY25-26 Start Date	<ul style="list-style-type: none"> • Fall 2025 Semester Start: Thursday, August 21, 2025. • First CASL Meeting: Friday, September 19, 2025. <ul style="list-style-type: none"> ◦ Addresses past scheduling conflicts with departmental/divisional meetings often scheduled same day as the first Academic Senate meeting (expected on Friday, September 5, 2025). 	Will schedule first meeting on 9/19/25.
Future agenda items	None	N/A
Thank you to Heidi Jordan!	Thank you Heidi for all your work on this committee. You will be missed!!	N/A

Meeting adjourned at 1:20 PM, without objection.

- Next meeting will start the 25-26 Academic year!
- Webex meeting invites to be sent out during the summer.

WebEx Chat Information:

Sent separately by Webex to all participants.

Attachments:

None

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