

CASL-PR Committee Meeting Minutes

Date: Mar.13, 2024, Time: 1:30 pm – 2:50 pm, Place: [CASL-PR Zoom](#)

Faculty Participants: Claudenice Braga-McCalister, Alexa Dimakos, Don Kendall, Violeta Kovacev-Nikolic Sab Matsumoto, Mary Powell, Erika Torgeson, Anh Vo.

Other Participants: Jennifer Brezina, Daylene Meuschke, Paul Wickline, Evis Wilson

Topics

1. **Consent Item:** Minutes for Feb. 14, 2024 Meeting were approved with one correction a date error on the agenda. Alexa Dimakos motioned to approve the minutes; and Claudenice Braga-McCalister seconded.

2. **Program Review Committee Update:**

- a. Daylene and Erika have discussed future PR training plans to make the experience easier for everyone. They are tracking which prompts need to be edited and have identified some people that might be able to provide information or assistance regarding the prompts. Specific focus for the CASL meeting is a report on progress made for integrating the 2022-27 Educational & Facilities Master Plan in the next 3-year program review cycle. The Education Facilities Master Plans provides data and projections specific to programs and the current PR can have prompts relative to the data and projections. The prompts ask for narrative responses related to Curriculum and Programming, Improving Student Success Outcomes, Collaboration and Interdisciplinary Study. Technology and Facility Needs prompt would be split into individual prompts for technology narratives and facility narratives. At the end of the Program Review cycle the information in the Technology and Facilities prompts would be provided to Instruction, Technology, and Facility leads by Daylene's team.
- b. Built from the premise of assisting new and returning department chairs, Erika plans to create a Canvas Course shell where each of the components of the program review process will be broken down into modules that provide prompts, some visuals, tips and ways to contextualize that specific area. Information will also be grouped by relevance to Year 1, Year 2 or Year 3 of PR processes. When updated the PR handbook will be embedded in the Canvas shell.

In the same way, they will ask Jason to provide information around budgeting that he would want the new department chairs to know and provide information on how the new chairs can research their own information. Similarly, guidance will be available to chairs with searching the data, using data visualizing and finding that information. The module could be a resource for new deans as well.

Erika plans present briefly at the Enrollment Management Committee Meeting in April and at length at the IAC in May. If fully available fully available in September, early October 2024 as a resource for chairs prior to their IRPIE Program Review Training sessions

3. **ePortfolio Item:** ePortfolio Implementation Update

Alexa and Brittany have been working with MLT professor Hencelyn Chu, in designing a tracking and assessment tool for MLT students' clinical competencies on PebblePad. Additionally, they have reached out to folks to offer support to folks who are using PebblePad. One of those folks is Carol Stevenson who has been using PebblePad in her courses with high school students in her non-credit classes. They are expecting Melissa Pirie of PebblePad to come on campus on April 22nd for some presentations and training to support our impletion on campus. They will meet with Mary and Sab to identify ways PebblePad can be used for Program level assessments. Email Alexa if you would like to meet regarding ePortfolios and PebblePad implementation.

4. **CASL Item:** Committee for Assessing Student Learning Update

- The ISLOs appear without their rubric lines in eLumen. This has simplified the curriculum mapping as there are 9 potential boxes to check instead of 46 options. Evis has completed work on updating existing CSLO mapping. Mary is working with faculty who are mapping new or revised courses and will start using the new form with the simplified ISLO options for new and updated curriculum mapping.
- Uploading sections attributes data to enable reports by course/section modalities project has been completed. It is now possible to run reports by Course Modalities that are uploaded in eLumen, for CSLOs with assessments scored in the Spring 2024.
- The expected SLO Performance in eLumen is set 70%. . It was set up in 2017 and 2018 by a CASL working group when the college adopted the eLumen platform. There is no specific explanation provided in eLumen of what it means
There are two interpretation of what is the expected performance:
(1) Students master 70% of the CSLO standard (2) 70% of the Students with *meets the standard* scores. This discussion is relevant especially when departments want to change the default expected performance. Paul had referred Mary and Sab to the Faculty SLO and Assessment Manual and its Guiding Principles for SLO Assessment. Anh Vo and Claudenice Braga-McCalister shared their practices and interpretations regarding the 70% expectation. Faculty have observed and have different experiences with eLumen expected performance indicators.