CASL-PR Committee Meeting Minutes

Date: April 23, 2025 -Time: 1:30P.M. – 2:50P.M. -Location: [CASL-PR Zoom](#)

Faculty Participants: Claudenice Braga-McCalister, Urvashi Juneja, Garrett Rieck, Mary Powell

Other Participants: Thea Alvarado, Dianne Avery, Jennifer Brezina, Daylen Meuschke, Evis Wilson

Topics

1. **Consent Item**: Approval of Minutes -Tabled with the following notes:

   Some new members are not attending meetings. The meeting time conflicts with Enrollment Management and Budget Committee.

   Suggestions:

   - Move meetings to **1st and 3rd Wednesdays**.

   - Reduce meeting frequency to **once a month for one hour** (instead of twice monthly for 1.5 hours).

   - Move start time to **2:00 PM**, which better accommodates teaching schedules.

   Action: Discuss and finalize changes at next SLO leadership meeting and survey members via email.

2. **ePortfolio Item**: ePortfolio Implementation Update -Tabled Alexa Dimakos has a meeting conflict today.

3. **PR item:** PR Module Procedures for Advancing Review, for Unlocking Further Editing

   - Summer Work: Program review hierarchy changes will begin over the summer and continue into Fall. No prompt changes are planned for the next year.
   - Training: Will be enhanced to emphasize creation of measurable objectives.
   - Budget process appears to have gone smoothly.
   - Governance model alignment: Program review now aligns with the Institutional Effectiveness Advancement Team.
   - The model is Info-sharing, not oversight. Daylene & Thea are liaisons

   Upcoming Process Amendment:
   Proposal to allow Daylene to advance stalled reviews **past deadlines** when needed. Language and procedure to be developed and reviewed in May.

4. **CASL Item:** eLumen/ Insights Implementation Update

- o Organizational structure and course-to-program mappings are complete (340+ programs mapped) in Canvas Beta
- o The ongoing work includes SLO alignment and addressing the missing course data.
- o Alberto Lopez will assist with course group creation. Course groups formed (except noncredit courses due to technical limitations).

Next Steps:

- o One-on-one follow-ups to refine issues.
- o Continued troubleshooting of course code inconsistencies in Insights.
- o 10 faculty identified for initial Insights pilot; most responded positively.

Pre-Pilot Proposal: A "dry run" pre-pilot over summer to test workflow with one or two instructors. One English instructor has agreed to participate.

Upcoming planning to create training calendar and communication plan for:

- o Pilot training (Fall 2025)
- o Full faculty rollout (Spring 2026)

Mary to coordinate with **Professional Development** to ensure faculty receive **flex/PD credit** for training and pilot work.

5. **CASL Item:** Discussion and Vote on Division/School Feedback Regarding Mastery Level Buckets

   for eLumen Insights

- o Most divisions favor a simpler 3-level mastery rubric (e.g., Met / Did Not Meet / Not Assessed).
- o There is growing concern about how AI-generated work is affecting assessment integrity and outcomes.
- o Ideas floated:
  Creating a separate rubric category for academic dishonesty.
  Marking assessments as Not Assessed vs. Did Not Pass when AI use is suspected.
  Mary recommends marking such students as "Not Assessed" until academic dishonesty is confirmed.