CASL-PR Committee Meeting Minutes

Date: May 28, 2025 -Time: 1:30P.M. – 2:50P.M. -Location: CASL-PR Zoom Topics

Faculty Participants: Claudenice Braga-McCalister, Alexa Dimakos, Mary Powell, Nerissa Yuhico

Other Participants: Thea Alvarado, Mary Powell, Lisa Sawyer, Preeta Saxena, Evis Wilson

1. **Consent Item:** Approval of Minutes Tabled

2. **ePortfolio Item**: ePortfolio Implementation Update
Alexa and Brittany are contacting current and recent faculty users offering ongoing support and check-ins
They are also asking the faculty who are using PebblePad in their classes to inform students about converting accounts to alumni status prior to the students' departure from the college. The students will need an active college email account to access alumni features and retain their PebblePad ePortfolios for free.

PebblePad ePortfolios Faculty Showcase – Wed., June 11 between 9:30-11:00am – Flex credit will be offered

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

Preeta joined on behalf of Dayleen to present proposed language allowing the VP of Institutional Research to override level advancement deadlines in the program review process.

Context: If a deadline has passed and a level 1 reviewer has not advanced the program, a level 2 or 3 reviewer can email the VP requesting advancement. The level 1 reviewer must be CC'd in the email.

Proposed language shared in chat and reviewed: *"If the deadline for program review has passed, a level 2 or level 3 user may request the VP of Institutional Research, Planning, and Institutional Effectiveness to advance the program review to the next level. This request must be submitted via email and include the level 1 reviewer in the CC field."*

Discussion: Mary Powell and others affirmed support for the language. No objections were raised; the committee appears ready to move the policy forward for formal approval.

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

   Canvas Insights Integration:

   - Programs and Course groups at the College of the Canyons Canvas Insights Beta site are being finalized to mirror live curriculum.
   - Our team has asked the Insights support team to address technical issues with noncredit course visibility.
   - The student mastery gradebook (Canvas Outcomes) will be **enabled** college-wide in **June 2025**, populating courses automatically. It will be visible in Canvas but does **not require faculty action** and won't impact current gradebooks.
   - Faculty communication will be sent to clarify its presence and reassure no disruption to teaching practices.

   Assessment Coordinator Role Testing

   Some complexity in coordinator functionality was noted, but Evis reported the process as generally

straightforward.

A faculty member will conduct a **pilot assessment over the summer**.

Additional training and testing will occur over the summer, preparing for a broader rollout in the fall.

Alexa Dimakos asked if faculty could disable the feature. The answer clarified this feature will be visible to instructors

Committee Membership and Schedule Changes, Reminders and Closing Remarks

Starting next academic year, CASL will meet **monthly** instead of bi-monthly.

- o New meeting time: **3rd Wednesday of each month from 3:00–4:00 PM**.

Members will be asked to confirm continuation via email.

Recruitment efforts will target divisions with current or upcoming vacancies.

Members are encouraged to nominate or refer others as potential replacements if they plan to step down.

Mary Powell expressed appreciation for the members' contributions throughout the year. Final reminder that emails will be sent out regarding meeting minutes approval and continuation in the committee. Encouraged everyone to take a well-deserved break over summer.