CASL/Program Review Committee Minutes
November 13, 2019
BONH 330 1:30-2:50

Faculty Attendees (Voting members)	Jason Burgdorfer (PR chair), Nicole Faudree (CASL co-chair), Jeff Baker (CASL-Co Chari), Gary Quire (SB) Erica Torgesson (Counseling); Rebecca Eikey (MSPH); Tara Williams; Anne Marenco;(SCS) Tony Law (Counseling); Kelly Burke (MSPH)
Other Attendees	Daylene Meuschke (AVP, IE); Don Carlson (SB, Applied Tech); Jenifer Smolos (VAPA); Kathy Bakhit (MSPH)

Topic	Discussion/Conclusion	Recommendations/Actions/ Follow-up
1.CASL/PR Consent Item: Minutes from October 23, 2019		Approved unanimously
2. PR – Review of all objectives aligned with Strategic Goals	An idea to help improve objective alignment with the College's new Strategic Goals is to have the PR committee review each department's objectives and aligned goal. The PR team will take the Year 2 information from what has been uploaded in PR from programs and departments in December 2019. As the data from PR will be available in Spring the PR team will look at the alignment and share that information with schools/departments before the faculty leave for Summer 2020. The data should be available for February 26th meetings The review would be focused on the in-progress, or not-yet-started objectives.	
3. CASL – removal of SLO columns in grade screen in MyCanyons	The first way to get the faculty record SLO Assessments was to use the grade screen in web advisor. The official recommendation of the CASL committee is needed to remove the SLO column.	Approved unanimously Nicole will write up recommendations to the Academic Senate based on the discussion

4. **CASL –** Non-department class in degree impact on PSLO assessment (Ex. Business ADT).	Discussion focused on possible answers for questions: -When departments loop close their program, would results from non-department courses be considered? -What topics would be included in the interdepartmental discussion? - How would a department identify students in their department that took non-major courses? - Would using a survey at the beginning of the term help identify students? Topics that will inform the composition of a recommendation could be: • ADT, Impact of removal of prerequisites for Math or English courses, maps to the sequence of the ADT. • Having the conversation with faculty of the non-department courses is more meaningful than looking at the numbers of assessments for the non-departments courses. • The departments with programs where non-department/program courses show impact on PSLO assessment would be responsible in addressing the impact. • What are other schools doing with disaggregation data. The SLO Coordinators will reach out to faculty involved with data coaching for topics for possible presentation in Monterrey in February 2020.	Nicole will write up recommendations to the Academic Senate based on the discussion.
5. **Agenda was amended to include PR item regarding the timeline for completing the PR updates.**	The November 13, 2019 Agenda was amended to include PR discussion regarding timing of PR release and availability. The delay of the PR, has caused pressure as there may not be enough time allotted to complete the PR within 23 days. The fires in the Canyon Country present challenges with program budget planning. Budget numbers for some of the science department items have not been made available yet. While being responsible to the education facilities masterplan requirements, the timeline which includes holidays in the 23 days till due date may warrant extensions.	

	The PR committee has submitted changes to the PR-module last summer, but programming did not reflect the changes until just recently. Another concern is that if extensions are granted, compensation information for working off contract to complete PR work is required. The committee recommended that department chairs contact their dean for an extension. There would also be a chance to discuss at the upcoming IAC.	
6. **CASL –** Updating the Student Learning Outcomes Faculty Manual from May 2010	The members had a portion of the total 2-3 pages of the Assessment manual assigned to them with the purpose of updating and editing it. They will return with recommendations and changes to the next committee meeting.	