CASL/Program Review Committee Agenda
August 22, 2018
BONH 330 1:30-3:00

Faculty Attendees (Voting members)	Jason Burgdorfer (PR chair), Nicole Faudree (CASL co-chair),Sab Matsumoto (CASL co-chair), Jeff Baker (VAPA), Kelly Burke (MSHP), Ron Karlin (Learning Resources), Debbie Klein (MSHP CASL only), Anne Marenco (SBS), Gary Quire (SB), Dilek Sanver-Wang (MSHP), Erika Torgersen, (Counseling) Colette Gibson, (MSHP) Erin Delaney, (Humanities)Alexa Dimakos, (Humanities)Tara Williams (MSHP) Brittany Applen (Humanities)Christina Iskander (Humanities)
Other Attendees	Daylene Meuschke, Omar Torres, Jerry Buckley, Barry Gribbons

Topic	Discussion	Recommendations/Actions/Follow-up	Status
1. CASL/PR Minutes for May 24th	Members of the committee suggested changes to the attendance and the clarity of content in one of the items.	Gary Quire motioned Anne Marenco seconded	Appro ved
2. Informational item & Discussion item: • **Membership on CASL &/or PR – new members need to be appointed by Senate** • **CASL v. PR Wednesdays 2nd and 4th**	The meeting started with the introduction of the new members, mention of schools and divisions represented in CASL and confirmation that any new membership would have to be appointed by the Academic Senate. Committee members were queried on their preference regarding the previous term's practice of holding meetings where CASL and PR would alternate which went first each meeting. Rationale was provided for the alternating meetings practice and consideration was given to members who adhere to one committee.	It was recommended that once a member joins CASL or PR the member should be considered a member of both committees It was recommended that the schedule will be kept as is.	
3. CASL Updates	The SLO Coordinators were introduced: Nicole Faudree, Saburo Matsumoto Brittany Applen and Alexa Dimakos. Explanation was provided from the technical perspective of how the interest in developing the ePortfolio practices, was supported contractually by assigning the available time to faculty who are engaged ePortfolio trainings development as part of their SLO Coordinator roles.	Evis Wilson, was asked to provide information on data disaggregation functions available in eLumen to Daylene Meuschke and Barry Gribbons	

	SLO Coordinator Nicole Faudree, stated that she had provided the CASL mission and by-laws as she found them through the Academic Senate site, as part of the meeting's agenda print out. The committee members were invited to contribute with opinions and suggestions about the work being done on assessment: • CETL work focusing on teaching and learning and aligning work in the classroom with the assessment was mentioned, as an important trend in assessment literature. • Training through data coaches was mentioned as a valuable tool in understanding assessment data trends through disaggregated reports. It was mentioned that there is work being done on the data coaches' job descriptions. • CASL Members from the English and Math departments shared their experience with seeking help in understanding their departments' data in past reports. English 103 faculty volunteered sharing their data for the committee to examine reports. • The committee members discussed the disaggregation of assessment data, and how rubrics, sample rubrics and discussions on how these components of assessment, can aid in the classroom. There were suggestions for lists of the acronyms for the different initiatives or administrative language, could be made available to the members of the committee to help in understanding the terminology and processes.		
4. CASL **Formalizing year-long goal setting from spring**	The discussion on formalizing the CASL goals drew from the list provided in the Spring 2018 semester and focused on the following points: • Defining the assessment timeline: No longer than 3 years was an answer that referred to the Academic Senate recommendations. • Closing the loop to be completed by the departments, within a year of assessing • Benefits of assessment • SLO best practices/ sharing experiences that worked well • Website Here the committee members discussed how the overall college		

	website re-design timeline might impact the changes that are being made to the CASL/PR website • Handbook • How we get students engaged in assessment • ePortfolios • Canvas integration • Badging Committee members shared their knowledge of different systems they used for badging, and the different practices related to those systems. It was reported that the College of the Canyons has signed an individual contract with Acclaim in plans to connect learning outcomes in expanded transcripts, as a way of badging. Committee members discussed identifying the benefits of badging, working out difficulties in integrating badging with the ISLOs over time and across different disciplines.		
5. PR Updates	On the PR part of the meeting, the update regarding the programing of the PR interface included: • Work is being done, and meetings are scheduled, regarding the imbedded academic staffing form in order to schedule for process and timing. • Work is being done to use the opportunity provided by the brand new Program Review cycle for the PR interface to connect to the newly developed strategic goals. The hope is that the integration of the new strategic goals should not impact the budget part of a departments PR. • Information was provided regarding the logistics of changes to the PR interface as they relate to the workflow and coordination needed across various offices involved in the process.		

| 6. PR Year-long Goal Setting | The PR goal setting discussion included the following topics:

• Rolling the new interface with training, open labs,
• Providing training and explanation regarding the peer-review process and calling for volunteers

Committee discussion focused on the challenges connected with finding volunteer peer-review; and identification of solutions to those challenges. Suggestions were offered regarding training the chairs, communicating timelines for completions of this year's PR, education of faculty on budget and objectives, identifying resources for the data coaches. | It was recommended that data coaching opportunities are identified as they relate to PR | |