

# CASL-PR Committee Meeting Minutes

Date: September 17, 2025, -Time: 3:00P.M. – 4:00P.M. -Location: [CASL-PR Zoom](#)

**Faculty Participants: Rana Akiel, Brittany Applen, Claudenice Braga-McCalister, Alexa Dimakos, Urvashi Juneja, Mildred Macaranas, Erika Torgeson**

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

Erica chaired the meeting.

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

The committee discussed the pending approval of the Fall 2024 and Spring 2025 minutes. Members agreed to defer the vote until quorum was reached and to allow additional time for review if necessary.

After Brittany's arrival and Daylene joining the meeting, Jennifer confirmed that quorum had been reached with eight voting members present. Jennifer moved to approve the Fall 2024 and Spring 2025 meeting minutes as presented. Erica seconded the motion.

Erica noted that all eight voting members approved the minutes. The motion carried unanimously, and the minutes were officially approved.

## **2. ePortfolio Item: ePortfolio Implementation Update**

ePortfolios implementation progress includes:

-Identifying ways ePortfolios will benefit Professional Development processes by using PebblePad in faculty tenure and professional development contexts.

-Streamlining the process of training all TLC tutors so they can assist students in using PebblePad effectively.

-A new LTI version of PebblePad will be integrated with Canvas. The next meeting with Gail Ring, CSM with PebblePad, will focus on the details of that transition.

-The Paralegal Program's ePortfolio and Paralegal faculty Lori Young's work with PebblePad ePortfolios will be showcased at PebblePad's "PebbleBash" conference in Vancouver this November, recognizing the department's success in creating holistic, longitudinal portfolios for accreditation and student learning tracking.

-PebblePad ePortfolios assignment data can be used for assessment reporting. Brittany also discussed her assessment work using PebblePad's back-end features. Over the past two years, she has implemented pre- and post-assessments aligned with course learning outcomes using a Likert scale, capturing student awareness and confidence in specific skill areas. She recently expanded this work by supporting another faculty member in implementing the same assessment model in a backpacking course.

Such integration allows student data and learning evidence to appear in PebblePad's "Atlas" (Assessment for Teaching and Learning Space), which combines student self-assessment, feedback, and evidence of learning into a holistic view of outcomes. The goal is to make the system easy for faculty to use so that adoption is successful and sustainable. This system appears to be the breakthrough needed to expand ePortfolio use campus wide. The previously canceled August training will be rescheduled and in the meantime, is working one-on-one with faculty to assess their needs and provide personalized support. She plans to send out an email in late October to invite interested faculty to participate in spring 2026 implementation, with hands-on setup sessions planned for January.

### **3. CASL Item: eLumen/ Insights Implementation Update**

Jennifer Brezina provided an update on behalf of Mary regarding the ongoing transition from eLumen-to-eLumen Insights. The new eLumen Insights platform, integrated within Canvas, allows SLO assessments to be conducted directly via rubrics attached to assignments. The current eLumen SLO platform will be discontinued in 2026.

While the implementation process has been challenging, progress is being made. Annie Aboulian from the English Department successfully entered an assessment in the new system, marking a significant milestone. The next step involves verifying data retrieval and reporting functionality.

The current plan is to pilot the platform during Fall 2025, with a potential full rollout in Spring 2026. However, the timeline may be extended depending on pilot results.

### **4. PR Item: Program Review Committee Update**

Erica provided an overview of Program Review activities. Although the program review platform was not yet open, Year 2 trainings have begun, and the platform is expected to go live in mid-October once data and budget components are available.

A new Canvas-based Program Review Training Shell is designed for department chairs. The shell is aligned with the Program Review Dashboard and includes modules covering the review process, strategic goals, budgeting, data visualization, and ACCJC standards. Short video tutorials on budget and data visualizations are forthcoming.

Training sessions, open labs, and office hours have been scheduled throughout October and November to assist faculty.

The Program Review Overview Training will take place on October 24, followed by an IRPIE Data Visualization training on October 31. Weekly office hours will be held on Thursdays from 1:00 to 2:00 p.m.

Daylene confirmed that the rollover of narrative sections, objectives, and hierarchy structures has been completed and is awaiting final administrative review. Data from the state and budget updates will be ready in mid-October.

Committee members complimented the clarity and organization of Canvas shell. One member described it as well-structured and easy to follow, though noted the volume of information could be overwhelming for new chairs. Erica acknowledged this and shared her plan to continue refining and simplifying the material for future users.

Erica thanked the committee for their time, participation, and contributions. She reminded everyone that the next CASL meeting will be held on October 15, 2025.