

2020-21 CCAL Membership:
 Alex Musselman (Chair) – STEM rep
 Andrea Anthony – Business rep
 Sarita Shukla – Education rep
 Charity Lovitt – FYPP rep
 Kristin Gustafson – IAS rep
 Stoerm Anderson – NHS rep
 Kara Adams – CBLR ex-officio
 Penelope Moon – DLE ex-officio
 Terry Hill - Student Affairs ex-officio
 Leslie Hurst – T&L/Library ex-officio
 Karen Rosenberg – WCC ex-officio
 Daniel Nyachuba – IR ex-officio
 Adrian Sinkler – IR ex-officio
 Natalia Dyba – Connected Learning

**Campus Council on Assessment and Learning Meeting
 Jan 6, 2021, 11:30am-1:30pm via Zoom**

Present: Alex Musselman (chair), Kristin Gustafson, Daniel Nyachuba, Natalia Dyba, Kristin Gustafson, Stoerm Anderson, Andrea Anthony, Adrian Sinkler, Sarit Shukla, Leslie Hurst, Pen Moon, Kara Adams, Terry Hill, Charity Lovitt

Welcome and Check-in

Approval of Minutes: Dec 8 Minutes Approved

Informational Items:

- Natalia Dyba was welcomed to the council and Musselman led a round of introductions
- Musselman has requested student rep for CCAL, will keep council updated
- Musselman met with VCAA & AVCSS at end of Fall quarter, provided CCAL’s feedback on draft Data Collection Tool and draft Assessment Process documents. VCAA incorporated feedback and will be sending documents to schools. Highlights from meeting:
 - Data Collection Tool-Inventory
 - Will refer to as “inventory” vs. “tool” as goal is to get a state of the field right now
 - No metrics being developed, just inventory of what is currently being done in units
 - Focusing on only the Diversity ULG only
 - Data Assessment Process
 - Focus should be on assessing experiences that ALL students are having
 - What is meant by “all students engage?” Defining that is important.
 - Musselman will raise question with VCAA.
 - Developing rubric for determining “introductory” “advanced” and “mastery” of norms will happen at unit.
 - “Basic Minimum Threshold” could be problematic language. Need to consider a synonym that captures if baselines have been met but not to what degree
- **Questions and Comments**
 - What role with CCAL reps play in gathering ULG assessment info from units? What sense do reps have of how this info is being gathered in units? Who are unit contacts?
 - Understanding with VCAA is that Dyba will head assessment work and each CCAL rep will be liaison
 - Potential points of contact in schools/units listed in google doc
 - What info can Dyba expect to find at school/unit level?
 - CCAL has 2-page summary of info gathered last year regarding current ULG assessment in schools/units.
 - Is there central repository for tracking Diversity requirement? Are there example syllabi?
 - IR has data on D requirement
 - Not aware of central repository of example syllabi. Schools/units may have that.
 - Syllabi has to be uploaded into Quali system for course/course change approval
 - Unsure if Quali can be data mined or who would be in charge of that
 - What was done with report-outs from 2014 Diversity Assessment Working Group? Did it make it to the schools? How was it communicated?
 - Unsure, recommend reaching out to Linda Watts, who led that work
 - CCAL is aware of reports but they have not been a focus
 - Important to note that D course designation was not designed to align with Diversity ULG

Discussion Items:

- [Final Report from the Diversity Assessment Working Group](#)
 - Produced 6 years ago. Need to consider what's been learned through Covid-19 and how that would change the document
 - Document should reflect shift in language, maybe match to Diversity Plan
 - Working group didn't prescribe how many of the learning objectives were needed in order to meet Diversity ULG
 - Currently, in order for a course to meet Diversity requirement, 60% of content of course needs to capture the Div objectives. Still a gray area.
 - Due to age of document, it will be used only as a reference as work moves forward to gather inventory of what is currently happening with ULG assessment in schools/units
 - Important that document remains visible, keeping it as part of narrative of the work

Establish Roles in Collaboration on Assessment Work and Draft Assessment Plan

- CCAL will work with Dyba, VCAA and IR to do assessment work focusing on Diversity ULG
- CCAL will work with VCAA and IR on Alumni survey and on Future Plans Survey
 - Alumni survey
 - Conducted by UW Seattle, prepared Winter & sent out Spring
 - CCAL review questions, provide feedback as to how questions align with ULGs.
 - Future Plans survey
 - Conducted at UW Bothell, prepare Winter & sent out Spring to all graduating seniors
 - According to Career Services, survey is too long, CCAL will advise
 - CCAL will review questions at next meeting, provide feedback as to how questions align with ULGs.
- Modifying format of ULGs to become student actions should result after assessment inventory done first. Next academic year.
- During summer 2021 VCAA will begin hiring process for assessment coordinator. Unsure if CCAL will lead that hiring process. Will provide feedback
- **Questions and Comments**
 - CCAL will provide contact info to Dyba for individuals in their units who know where assessment info is. Dyba will gather info and bring back to CCAL, most likely in Spring. What can/should CCAL do in Winter quarter to support Dyba's work?
 - Suggest Dyba speak with those who have done assessment work previously as they can offer institutional and experiential knowledge.
 - Baseline is that schools align with their own goals, not with campus-wide ULGs
 - IAS suggests capstone projects be included in assessment work since they are geared toward school ULGs
 - How do we incentivize faculty to include Diversity activities in their classes without requiring it to be a learning goal for the course?
 - Inventory exercise will could uncover more hidden opportunities to explore the Diversity ULG in context that isn't as obvious.
 - If the hope is to use this assessment as part of accreditation process, should become familiar with processes of the commission on colleges and universities standards

Meeting Adjourned

Minutes submitted by Dawn Moncalieri

Meeting adjourned

The next CCAL meeting will be Feb 3, 11:30am