Campus Council on Assessment and Learning Meeting
Jun 2, 2020, 11am-12:30pm – via Zoom

Present: Alex Musselman, Kristin Gustafson, Stoerm Anderson, Rejoice Akapame, Andreas Brockhaus, Charity Lovitt, Terry Hill, Adrian Sinkler, Daniel Nyachuba, Leslie Hurst

Absent: Kara Adams, Ceri Nishihara

Approval of Minutes: Minutes approved

Informational Items
- 2020-2022 Representatives
    - Elections still pending in schools – CCAL membership for next year not set yet
- Relocation of Undergraduate Learning Goals
    - Got the okay from AA to add UGL goals to the "Discover UW Bothell" page as its own line item under "Mission & Vision".
- Others?
    - Proctorio – campus moving toward banning. EC will include CCAL in conversation moving forward.

Discussion Items
- CCAL Summary for GFO EC:
  https://docs.google.com/document/d/1bTVoZsyc0WSiVerKeJ4APOgwwXWWaYS_LIcy8Gt_Ilc/edit
    - Working group focused on academic units/schools, developed bullet points to establish a short handout
    - Suggest removing "no explicit link on UWB page to ULGs" since unsure
    - Chair will share document with EC baring any edits from CCAL

- Questions to answer for GFO EC (*short* answers)
    - How did your council do on its goals and priorities for the year? Accomplishments and successes?
        - Gained approval of the sixth undergraduate learning goal on community engagement. VCAA affirmed that the undergraduate learning goals are important and should be systematically assessed. Improved visibility of learning goals by relocating to a central location on the UWB website.
        - Gathered information from each unit on campus on:
        - Development of student learning goals/objectives/outcomes,
        - Assessment of student learning goals/objectives/outcomes, and
        - Program policies and practices around student evaluations.
        - Began conversations and collaborations with the tri-campus council on Student Evaluations of Teaching, the STEM Faculty Diversity Council, the Office of Academic Affairs, and the Teaching and Learning Center.
        - Based on these conversations, identified a need for:
            a. The development of school- or unit- specific learning goals where they do not exist (e.g., STEM).
            b. Alignment of school- or unit-specific goals with the campus-wide goals in instances where they are not.
            c. Systematic assessment of campus-wide and school-specific undergraduate learning goals.

- o What is left to be done? Priorities and goals for your council next year?
  - ▪ Meet with representatives from the tri-campus council on Student Evaluations of Teaching, the STEM Faculty Diversity Council, the Office of Academic Affairs, and the Teaching and Learning Center to:
    - a. get some clarity on the problem related to student evaluations of teaching (and our various in-progress solutions);
    - b. make sure that we develop a collaborative plan; and
    - c. discuss what sort of supports we would need to do that work effectively.
  - ▪ Pilot assessment of two learning goals in 2020-2021.
    - a. Choose two learning goals based on the following criteria:
      - ▪ Broad participation of this learning goal in multiple/all units across campus.
      - ▪ Prior/ongoing work in assessing this goal by other units on campus.
      - ▪ Ease of data collection or availability.
    - b. Tentative suggestion of Writing/Communication and Community Engagement (VI)
    - c. Assessment Plan
      - ▪ Launch in Fall 2020 with Listening session at school retreats to solicit feedback on choice of goals, identify resources to assess.
      - ▪ Fall - Develop criteria used to assess goal. identify artifacts that can be collected.
      - ▪ Winter - Collect materials.
      - ▪ Spring - Establish baselines and draft assessment plan/calendar.
  - ▪ Work with various units as they develop or revise their learning goals (e.g., FYPP is revising its learning goals and vision and the Library is revising its student learning outcomes).
  - ▪ Work with the Assistance Director for Assessment and Accreditation on assessment related to student learning outcomes and Northwest Commission on Colleges and Universities accreditation. How did your council do on its goals and priorities for the year? Accomplishments and successes?

Action Items
- Elect 2020-2021 CCAL Chair
  - o Council elected Alex Musselman to serve as CCAL chair next year

Adjourn Meeting

Minutes submitted by Dawn Moncalieri
Meeting adjourned at 12:30pm
The next CCAL meeting will be TBD