

Minutes

BRISTOL COMMUNITY COLLEGE

OAC Meeting

March 10, 2014

Meeting called by: Suzanne Buglione

Type of meeting: OAC Meeting

Note taker: Bette Barbosa

Attendees: **Present:** Suzanne Buglione, Jennifer Dekkers-Mitchell, Joanne Preston, Kathryn Ceit, Holly Pappas, Karl Schnapp, Anthony Ucci, Jacqueline Barry, Robert Rezendes, Sarmad Saman, Rebecca Clark, Lisa Delano-Botelho, Rhonda Gabovitch, Sarah Morrell, Gloria Cabral

Excused: Johanna Dupont, Adrienne Foster

Absent: William Berardi, Patricia Carreiro-Raposo, Patricia Dent, Calvin McFadden, Robin Riley, Diane Silvia, Kelemu Woldegiorgis

Agenda Item	Comments	Action Required	Due Date
1. Approval of Minutes 2. Rebecca Clark, Statewide Assessment Task Force	<ul style="list-style-type: none">Minutes approvedConduit between Statewide Assessment Task Force and OAC BCCFirst meeting, Tuesday, April 01, 2014		
3. Outcomes Assessment Teams update	<ul style="list-style-type: none">Divisions I and VI are working on reports, did assessmentDivision II has completed their reportHave not heard from Division IVDivision V have requested copies of artifacts so they can start scoringEmail Derek Viveiros re: Student Services student surveys – Focus groupApproved by IRBDivision III is where they were last month, ready to do scoringRobert Rezendes, scoring was finished on FridayAll teams in full force	Jennifer Dekkers-Mitchell to send a reminder to everyone	May 17, 2014

<p>4. Fall 2014 Statewide Pilot</p>	<ul style="list-style-type: none"> • Pilot will start in the fall • Bristol Community College (BCC), is one of three institutions participating, Massasoit Community College and Cape Cod Community College (CCCC) are the other two • BCC will take a leadership role as Massasoit and CCCC has not participated in an OA pilot • BCC will collect student evidence in the fall and track process in the spring • Use evidence in online courses • Participate in centralized consent process, if so will not need student consent • Part of a nine state group – LEAP state • From now until the fall, train and prepare the types of student work needed in the fall • Use same rubrics as last time • Additional grant if we want to use Assessment Management System (AMS) • Digication will not be a system used • BCC will engage in regional group meeting if we take leadership role • April Bellafiore and Ceit DeVitto will be alerted when conference call is scheduled 		
<p>5. AMCOA update</p>	<ul style="list-style-type: none"> • Region IV, Middleboro branch of Massasoit Community College, March 26, 2014 conference • Assignment design, 20 people registered, 70 available spaces <ul style="list-style-type: none"> ○ Refining SLO ○ Linking SLO ○ Assessment using rubric • Follow-up at CCCC in April 2014 • Regional people will meet after March 26, 2014 meeting • Karl Schnapp and Holly Pappas will attend the Framingham meeting and report on different Professional Development • When electronic copy is received regarding the several locations, dates, and types of workshops, will post in OAC blog • Annual AMCOA conference is April 18, 2014 in Boxboro, MA 	<p>Extend invitation to Division Assessment Teams</p>	
<p>6. SLO updates and process going forward</p>	<ul style="list-style-type: none"> • Doing well, artifacts are flowing in • There are four categories <ul style="list-style-type: none"> ○ Yes, we have them 546 courses 		

	<ul style="list-style-type: none"> ○ No, we do not have them 200 ○ Need review 59 ○ Archive 45 ● Process going forward, develop form <ul style="list-style-type: none"> ○ What are old SLO's ○ What are new SLO's ○ Need to have uniformed language on document of courses revised or proposed need SLO's ○ Push for 100% compliance/completion ● SLO to be reviewed today, 250 pages or do we want to vote? <ul style="list-style-type: none"> ○ Sarmad Saman proposed that Department Chairs and Coordinators compiled the work, we should approve them and vote today ○ Get SLO into online catalog prior to NEASC visit 	<p>Vote taken, Sarmad Saman motioned to approve, Anthony Ucci seconded</p>	
<p>7. OAC Role with Projects and Programs</p>	<ul style="list-style-type: none"> ● Project Assessment Plan form ● Need process and how we will assess <ul style="list-style-type: none"> ○ Add to form: Are artifacts able to be used by college wide initiatives ○ Are artifacts being collected digitally, best interest to capturing digitally ○ Are you using a LEAP rubric <ul style="list-style-type: none"> ▪ Ex: Diane Mason developed ESL portfolio project ▪ We need a system where one project informs another ▪ Need a standardized format – here is what we do ● Give guidelines and expectations <ul style="list-style-type: none"> ○ Give an example ○ It does this ○ It does not do this ● Karl Schnapp and Holly Pappas to put together guidelines <ul style="list-style-type: none"> ○ OAC committee feedback 		
<p>8. Our Assessment System</p>	<ul style="list-style-type: none"> ● What are programs and departments doing <ul style="list-style-type: none"> ○ Do we have inventory of what data is being collected across campus ○ How does it get collect, analyzed, and disseminated ○ What do we do at BCC ○ Is there a requirement/program review 		
<p>9. Information Literacy</p>	<ul style="list-style-type: none"> ● Rubric to adopt more widely re: NEASC projections – self-study <ul style="list-style-type: none"> ○ How is institution assessing literacy competency of students 	<p>Will continue discussion at next meeting</p>	<p>April 07, 2014</p>

Observers/Guests:

Special Notes:

Next Meeting: April 07, 2014 2 – 3 pm Room A115a