

Minutes

BRISTOL COMMUNITY COLLEGE

OAC Meeting

Date: 11/10/2014

Meeting called by: Suzanne Buglione and Holly Pappas

Type of meeting: OAC meeting

Note taker: Bette Barbosa

Attendees: **Present:** Suzanne Buglione, Holly Pappas, Ceit DeVitto, Gloria Cabral, Jennifer Boulay, Karl Schnapp, Joanne Preston, Rebecca Clark, Jacqueline Barry, Rhonda Gabovitch, Sarah Morrell, Patricia Dent, Johanna Duponte

Excused: Lisa Delano-Botelho

Absent : William Berardi, Robert Rezendes, Sarmad Saman, Anthony Ucci

Agenda Item	Comments	Action Required	Due Date
I. Review of Minutes from Sept. 8 OAC meeting and Oct. 6 joint OAC/IE meeting: Holly Pappas	<p>September 6 OAC minutes were approved.</p> <ul style="list-style-type: none"> Gloria Cabral motioned Rhonda Gabovitch 2nd All in favor of approval <p>October 8 joint OAC/IE minutes approved OAC portion</p> <ul style="list-style-type: none"> Ceit DeVitto motioned Rebecca Clark 2nd Sarah Morrell offered approval for the OAC portion Johanna Duponte 2nd All in favor of approval of OAC meeting portion 	<p>Add Rhonda Gabovitch to both sets of minutes as attended</p> <p>Rhonda Gabovitch asked that the chart she presented at the meeting be attached to the minutes</p>	<p>Completed: 11-10-14</p> <p>Completed: Michele Lareau attached 11-10-14</p>
II. Additional comments re: coordination or merger with IE – do we have a consensus? Next steps?	<p>Seemed to be some resistance to merger</p> <ul style="list-style-type: none"> Are there other models Rhonda: we have not received letter from NEASC re: our visit <ul style="list-style-type: none"> Makes it difficult to know what our focus should be Would prefer to wait for letter before making a decision Concern that we not spend a semester debating about the direction we are heading <p>Holly: Does anyone have any ideas of how to come to a consensus? Ceit: Possibly a survey</p> <ul style="list-style-type: none"> Beneficial to see how the members of both committees feel regarding staying fixed or joint Felt some voices were not heard at original meeting <p>Rhonda: Group exercise – feelings of both groups combined</p>		

	<ul style="list-style-type: none"> ○ We didn't get enough data ○ Do you think a survey would be better ○ Could possibly let those quieter voices be heard <p>Jackie: First time hearing about joining committees</p> <ul style="list-style-type: none"> ○ Survey or some opportunity to revisit what was hashed out/Pros and Cons ○ Not enough exposure to both committees to make an informed decision <ul style="list-style-type: none"> • What models worked, unsure • Need NEASC feedback • Next few months gather more information • Possibility of administering survey and presenting at next joint meeting • May be a resource for answering questions <p>What have other institutions done with these types of mergers? Committee Structure: Particularly on a committee level</p> <ul style="list-style-type: none"> • How would it work • Who is on • Comprised of • We could go out of state <p>Should we send survey idea to IE?</p> <ul style="list-style-type: none"> • Subsequent joint meeting? <ul style="list-style-type: none"> ○ Who would compile survey questions ○ Co-chairs of both committees 	<p>Suzanne: Rhonda will look into how statewide contacts have handled these mergers. Holly will look into Outcomes contacts. Rebecca will look at Statewide Task Force</p>	
<p>III. Report on progress of MSC Assessment Pilot: Jenn B</p>	<p>BCC multi-state Collaborative Assessment Project</p> <ul style="list-style-type: none"> • Looking at participating with CCCC and Massasoit • Quantitative Literacy, Critical Thinking and Written Communication • Work done this semester • Work uploaded and scored next semester <ul style="list-style-type: none"> ○ Not set on how • Working to reach out to faculty <p>Data to date:</p> <ul style="list-style-type: none"> • Not all faculty - students with 45 credits and other requirements <p>Jennifer B: On October 2, Angelina O'Brien pulled a list to see who is teaching</p> <ul style="list-style-type: none"> • She sent an email • Teams were contacted the end of October • Debriefed on November 6 <ul style="list-style-type: none"> ○ 1600 students were identified ○ Developmental courses were removed 		

	<ul style="list-style-type: none"> ○ Number of faculty 144, full and part-time 233 sections of courses ○ Retrieval of 75 artifacts ○ 20 faculty confirmed ○ 38 course sections represented ○ CTL will confirm what artifacts will work ○ Faculty responsibility will be to provide a cover sheet, prompt of assignment, and artifacts ○ Artifacts will be redacted ○ 16 faculty have expressed a maybe for participation, 30 course sections ○ 15 faculty not represented, 38 course sections ○ 6 faculty have expressed no for participation, 19 course sections, 110 students ○ 55 faculty no response, 111 course sections <p>Concerns:</p> <ul style="list-style-type: none"> ● Need student consent <p>BCC and Statewide have agreed there is no need for student consent</p> <ul style="list-style-type: none"> ● Anonymous ● Educational practice ● Not research ● IRB will sent out an email to confirm ● Sent a bullet point email to faculty to inform them of the minimal workload involved in participation <ul style="list-style-type: none"> ○ CTL will handle the majority of the collection and assessment responsibility ● How to access online course work ● Timing can be a conflict, end of semester <ul style="list-style-type: none"> ○ Minimal work for faculty to lighten workload ● Clarify what you want and need <ul style="list-style-type: none"> ○ Not your assignment rubric ○ Only need assignment prompt ○ Not an evaluation of the course ○ No loss of instruction time 	<p>Rhonda will have email sent Holly, Jennifer Dekkers-Mitchell and Karl will sent email</p> <p>Jennifer B will send an email</p>	
<p>IV. Plans for Gen Ed assessment</p>	<p>NEASC report</p> <ul style="list-style-type: none"> ● Really need NEASC letter ● Formation of a subcommittee, generate ideas, conversation in a smaller session ● Possibility of meeting in January ● Rhonda: Look at models, (White Papers) 	<p>Rhonda, Karl, Ceit, and Suzanne are interested</p>	
<p>V. Revisit Project Assessment Plan form and process (how did</p>	<p>Our process: Need to update form and other parts of the process that do not work</p> <ul style="list-style-type: none"> ● Will revisit in December 	<p>Karl will bring form to meeting and send</p>	

it work for Diane Manson's ESL portfolio proposal? Changes or clarifications necessary?)	<ul style="list-style-type: none">• What is our role in this process	it out	
Observers/Guests:	Special Notes: Next Meeting: Monday, December 1, 2014 in A115a from 2:00 – 3:00 PM		