

# Minutes

## BRISTOL COMMUNITY COLLEGE

OAC Meeting

Date: 12/01/2014

**Meeting called by:** Suzanne Buglione and Holly Pappas

**Type of meeting:** OAC Meeting

**Note taker:** Bette Barbosa

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

**Excused:** Johanna Duponte

**Absent :** William Berardi, Sarmad Saman, Patricia Dent, Johanna Duponte

Agenda Item	Comments	Action Required	Due Date
<b>I. Review of Minutes from November 10 OAC meeting</b>	<p>Page two corrections: sent →send Quantitative Reasoning →Quantitative Literacy Addition of: Written Communication</p> <p>Ceit motioned for approval Lisa seconded All in favor, pending corrections</p>	<p>Bette corrected and posted minutes to R shared file CTL → OAC Minutes</p>	<p>12/03/2014</p>
<b>II. Report from AMCOA state meeting</b>	<p>Rhonda and Holly attended the state meeting</p> <ul style="list-style-type: none"><li>• Shared information re: Multi-State Collaborative</li><li>• Will solicit scores</li><li>• People selected per campus<ul style="list-style-type: none"><li>○ 2-3 staff are acceptable</li><li>○ These people will fly out to Kansas City in Feb<ul style="list-style-type: none"><li>▪ Feb 17<sup>th</sup> will travel</li><li>▪ Feb 18-19<sup>th</sup> training on norming</li></ul></li></ul></li><li>• Scoring will happen online<ul style="list-style-type: none"><li>○ 8 weeks to do scoring</li><li>○ Approximately 40 hours of work</li><li>○ Each scorer will work with one outcome</li><li>○ Stipend information forthcoming</li></ul></li></ul>		

	<p>Dates:</p> <ul style="list-style-type: none"> <li>• NEAAN Dialogue Conference at UMASS Amherst on March 13</li> <li>• AMCOA Annual Conference on Friday, April 24 in Boxboro, MA <ul style="list-style-type: none"> <li>◦ Theme: Involve students in assessment process</li> </ul> </li> <li>• Regional Meeting co-chair by faculty from Cape Cod CC and Massasoit in the spring <ul style="list-style-type: none"> <li>◦ Focus: Critical Thinking</li> <li>◦ Searching for a speaker</li> </ul> </li> </ul> <p>Peggy Mackie – SALG</p> <ul style="list-style-type: none"> <li>• Student assessment of learning goals</li> <li>• Free tool – customizable</li> <li>• Basic statistical analysis</li> <li>• Possible use in Civic Engagement</li> </ul>		
<p><b>III. Report on progress of MSC Assessment Pilot</b></p>	<p>Jennifer B: Mentioned at Senate meeting</p> <ul style="list-style-type: none"> <li>• Some staff have received a stipend</li> <li>• Faculty indicated they were not identified, pulled new list</li> <li>• Addition of 500 faculty</li> <li>• 6000 students</li> <li>• Meeting on Thursday, 12/04/2014 and will find out more</li> </ul> <p>Rhonda: Dealt with a few who did not want to participate</p> <ul style="list-style-type: none"> <li>• IRB, students exempt, not enough</li> </ul> <p>Suzanne: We have collected some, but will have a big scramble</p> <p>Jennifer B: We have 3 classes in hand</p> <p>Suzanne: Not 100% in class</p> <p>Rebecca: Are we working with another community college</p> <p>Jennifer B: We need to have 75 artifacts ourselves</p> <p>Suzanne: Good news, feedback we gave last time, they were open to it</p> <ul style="list-style-type: none"> <li>• Still only have single digits in artifacts</li> </ul> <p>Holly: We have a promising number of faculty who are participating</p> <p>Anthony: Pretty far along despite our changes</p> <ul style="list-style-type: none"> <li>• No parameters for payment/stipends</li> </ul>		
<p><b>IV. Revisit Project Assessment Plan form and process (how did it work for Diane Manson's ESL portfolio proposal? Changes or</b></p>	<p>Suzanne: Diane Manson had problem with forms</p> <ul style="list-style-type: none"> <li>• Revised Project Assessment Plan form</li> <li>• The idea was that individuals or groups who wanted to participate had a plan</li> <li>• Overall Institutional process</li> <li>• How does everything we do contribute to the assessment process</li> </ul>		

<p><b>clarifications necessary?)</b></p>	<p>Anthony: Complicated any change in curriculum assessment</p> <ul style="list-style-type: none"> <li>• Whole section on resources</li> <li>• If a curriculum change, (OAC) we cannot change department's assessment process</li> <li>• Needs to go through CWCC</li> <li>• Revise class size; not how funding is done</li> <li>• Stay away from processes already done on campus</li> </ul> <p>Holly: Why do we have the form</p> <p>Anthony: Initial: Campus structure for process</p> <ul style="list-style-type: none"> <li>• OAC was supposed to be the experts</li> <li>• Cannot approve curriculum or funding</li> </ul> <p>Holly: Is OAC more of a consultant</p>		
<p><b>V.</b></p>			
<p><b>VI. Rebecca Clark on State Task Force</b></p>	<p>All participants report similar struggles as we have here</p> <ul style="list-style-type: none"> <li>• How to collect and score</li> <li>• How do we pay for this</li> <li>• Frustrations voiced <ul style="list-style-type: none"> <li>○ DHE needs to make it more sustainable to produce a worthwhile product</li> <li>○ How is it going to be used</li> </ul> </li> </ul> <p>Also spoke of how the process works on other campuses</p> <ul style="list-style-type: none"> <li>• Mt. Wachusetts: <ul style="list-style-type: none"> <li>○ Assessment Strategic Planning Committee <ul style="list-style-type: none"> <li>▪ Faculty, Academics, Deans</li> </ul> </li> </ul> </li> <li>• North Shore Community College: <ul style="list-style-type: none"> <li>○ Out of the Center for Teaching and Learning and Institutional Effectiveness</li> <li>○ Assessment Department out of IR</li> </ul> </li> </ul> <p>Anthony: Feedback at VPC about collecting artifacts</p> <ul style="list-style-type: none"> <li>• Deans are receiving requests from faculty <ul style="list-style-type: none"> <li>○ Faculty want to look at</li> <li>○ Want to know how to know what is working or what needs approval</li> <li>○ How will it be used</li> <li>○ Laborious system</li> </ul> </li> </ul>		

VII.			
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<b>Observers/Guests:</b>	
<b>Special Notes:</b>	