

OAB Committee Meeting – Chair Meeting

Date: September 1, 2023

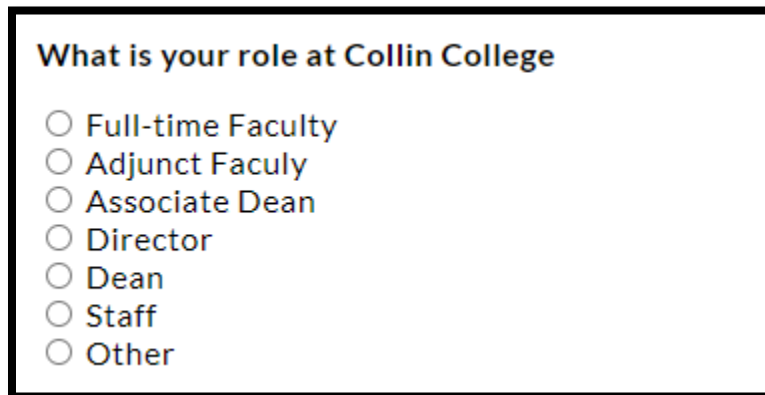
Time: 3:00 pm

Attendance:

- Wendy Commons
- Tanya Sanchez
- Shiva Davanloo
- Pamela Darling-Facio

Agenda:

- Update Course Worksheet
 - Include a role question, per SACSCOC.



What is your role at Collin College

- Full-time Faculty
- Adjunct Faculty
- Associate Dean
- Director
- Dean
- Staff
- Other

- Updates to rubric for 7th edition
- Will form a subcommittee with Tanya, Shiva, and Ben Miro
 - Removed the word Netiquette and replaced it with online communication to be more comprehensive.
 - The word "Competencies" has been removed and now only the word "Objectives" is used.
 - They are still using 85% and we may want to consider adjusting our minimum Ally score to 85%.
 - They have added wording for synchronous online (our live synchronous courses) to include a note that any live information must be added to the LMS for review purposes only. This also could apply to hybrid courses.
 - A course map is now required, and it must show the relationship between assessments, coursework, and objectives.
 - Rather than just indicate that academic integrity policy, include how the policy applies to the assessments and clarify the relevance to the assessments.
 - IE: Can learners collaborate with others?
 - Variety of instructional materials was expanded to include:
 - Variety of type (i.e., different types of media used to deliver content)
 - Different perspectives and different representations of ideas.

- Diverse, non-stereotypical representations of persons or demographic groups.
- Update the instructor's interaction to "regular interaction."
- Adjusted Learner Interaction standard to include:
- Revisions to the Annotation also include guidance to promote inclusion and equity.
- The learner's interaction with the instructor, content, or other learners "may entail cultural differences or personal sensitivities related to the nature of the interaction."
- The instructor can alert learners to sensitive content with descriptions that identify potentially problematic or traumatizing content in chosen instructional materials."
- Grading policy is presented at the beginning of the course and is consistent throughout.
- New OAB member
 - Current nominations: Wait until we have others to onboard
 - Christine DeLaTorre (Business Management)
 - Travis Hadley (Government, Social Sciences, Humanities)
 - Request confirmation of continued involvement
 - Request nominations from director and above?

Review Status (9/01/2023)

- 4 – Courses ready to be assigned
- One has been reviewed by SME and Lead
- 8 – In review
 - One in review
 - Seven standards not met
- 38 – Pending (not ready for review)

Fall 2023 OAB Audit

- [2023 Fall OAB Audit Online.xlsx](#)
- [2023 Fall OAB Audit Hybrid.xlsx](#)

	Online	Hybrid	TOTAL
Single *	35	12	47
Not Approved	53	123	176
TOTAL	88	135	223

- Information was presented at Dean meeting and Deans will determine how to proceed.

Due Dates for Reviews

- Spring 2024 – September 29, 2023
- Summer 2024 – March 15, 2024
- Fall 2024 – March 29, 2024
- Spring 2025 – September 27, 2024
- Summer 2025 – March 7, 2025
- Fall 2025 – March 28, 2025
- Spring 2026 – September 26, 2025
- Summer 2026 – March 13, 2026
- Fall 2026 – March 27, 2026

QM Budget

- [QM 7th Edition update](#)
 - Free until end of December 31, 2023
 - If you have a Peer Reviewer, you must complete this workshop in order to maintain the role
 - Collin will not pay for the 7th edition workshop after 12/31/2023
- Pamela will check QM budget for an opportunity to take Peer Review

Future

- Wendy is meeting with Dr. Lee to discuss future plans for templates and what should be included.

Action Items

- **Pamela** will send Wendy the email that was sent to existing members a few years ago to resend this year.
 - Member Plan
 - **Phase 1:** Wendy will confirm current membership and request confirmation of continued participation
 - **Phase 2:** Pamela will seek nominations for new members in needed disciplines and campus locations from Deans, Associate Deans, and Directors.
 - **Phase 3:** Notify all faculty of their OAB representatives for disciplines and campus locations.
- **Tanya** and **Shiva** will reach out to Ben to work on checklist updates.
 - Will submit updated by end of October for a Spring 2024 deployment.
- **Wendy** will create a review calendar.