

OAB Meeting

Date: September 12, 2024 @ 3:00 pm

Recording: Zoom Recordings > Committee Meetings >

Attendance:

- April Adams
- Stephanie Austin
- Martha Chalhoub
- Tebring Daly
- Dawn Dias
- Tawnya Hillin-Smith
- Mark Lacey
- Susan Mahon
- Sonia Petch
- Tanya Sanchez
- Vijay Velamakanni
- LaToya Watkins
- Amber Allen
- Collin Byrnes
- Laura Clark
- Shiva Davanloo
- Thomas Ehrhart
- Courtenay Jauregui
- Rhonda Lewis
- Nick Morgan
- Whitney Pisani
- Steve Stallings
- Helen Wang
- Sarah Lee
- Robin Armstrong
- Tiffany Cartwright
- Wendy Commons
- Dulce deCastro
- Kayla Gibbs
- Raji Kannampuzha
- Sarah Lonsdale
- Karrie Newby
- Lynlee Romo
- Sukanya Subramanian
- Kaycee Washington
- Pamela Darling-Facio

Agenda:

- Dr. Lee – Course template development update
- OAB Summary
 - Pending reviews for fall 2024 – 23 courses ready for review
 - Tentative review dates:
 - 9/13 (due 9/27)
 - 10/4 (due 10/18)
 - 10/25 (due 11/15)
 - 11/15 (if needed -- due 12/6)
 - 2/7 (due 2/21)
 - 2/28 (due 3/14)
 - 3/28 (avoiding Spring Break; due 4/11)
 - 4/25 (due 5/9)
- Review
 - [OAB Procedure Guide](#)
 - [Continue current definitions?](#)

- Membership going forward
 - Adding new members for the fall
 - Christine DeLaTorre – BMGT, IBUS, HPRO, BUSI, BUSG
 - Umair Hayat – Computer Network
 - Tanya is stepping down as co-chair
 - Chair and co-chair interest

Action Items:

- Members can email Pamela and Wendy if they can act as SME in another area.
- Email Pamela if interested in serving in a co-chair role.
- Pamela will reach out to the two new OAB members and provide access to the online training course.
- Faculty who are interested in serving on a subcommittee for review of the Procedure Guide can reach out to one of the chairs.

Adjourn: 3:48