

## OAB Committee Meeting – Assignment Meeting

**Date:** June 5, 2020

**Recording:** Zoom Recordings > Assignment Meetings > 2020\_06\_05 OAB Assignments

### **Attendance:**

- Thomas Pickens
- Gary Wilson
- Diana Sage
- Kaycee Washington
- Pamela Darling-Facio
- Nick Morgan
- Brett Adams
- Kelly Putnam
- Raji Kannampuzha
- Courtenay Jauregui
- Sarah Lonsdale
- Kimberly O'Neil
- Thomas Ehrhart
- Martha Chalhoub
- Shawna Masters
- Ann Blackman
- Courtenay Jauregui
- Wendy Commons
- Susan Mahon
- Townsen Nelson
- Helen Wang
- Kelly Martin
- Tebring Daly
- Tawnya Smith
- Deborah Cardenas
- Steve Stallings
- Amber Allen
- Tanya Sanchez
- Mervat Karout
- Bridget Vosloo
- Rich DeRouen
- Dulce de Castro
- Stephanie James
- Vijay Velmakanni
- Karrie Newby
- Kimberly Harris

### **Agenda:**

- Review of courses assigned May 29, 2020
  - Chairs provide brief update of the review status
- Review assignments for June 5, 2020
  - Reviewers use OAB.review to access course
- Peer Reviewer Certification is available for OAB members
- OAB members can also take the APPQMR facilitator course
- Review courses that are on the priority 1 list

### **Action Items:**

- Subcommittee will be formed to develop template definitions and syllabus requirements
- Review assignments will be made in QM by Pamela
- Review timeline:
  - SME should review course by Monday, after the Friday assignment and notify team of anything that may hold up the review
  - Faculty should complete the reviews within one week, this does not mean the review is concluded and may still be active
- Pamela will send detailed instructions on how to complete the course review in QM
- Ann will gather Peer Reviewer workshop dates between June and December and provide to OAB members
- Course review assignments:

<b>Course</b>	<b>Course Rep</b>	<b>SME</b>	<b>Chair</b>	<b>Reviewer</b>
CHEM 1412 Lab	Smriti Anand	Deborah Cardenas	Raji Kannampuzha	Vijaya Velamakanni
CHEM 1412 Lecture	Sudha Madhugiri	Mervat Karout	Amber Allen	Shiva Davanloo
ESLG 0325	Michelle Clark	LaToya Watkins	Pat Pierson	Robin Armstrong
ESLR 0325	Michelle Clark	Gary Wilson	Whitney Pisani	Collin Brynes
ESLW 0325	Michelle Clark	Kelly Martin	Susan Mahon	Meghan Cardwell-Wilson
INRW 0405	Jacqueline Hernandez	Tawnya Smith	Kelly Putnam	Martha Chaloub