

OAB Committee Meeting – Chair Meeting

Date: January 28, 2022

Time: 11:00 am

Attendance:

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

Agenda:

Subcommittees Update

- On-Boarding -
- Rubric Update –
- Procedure Guide – Meeting is first week in February.

Fast Track Review

- Review status:
 - We have 80 courses ready for review and 23 that are pending
 - New format:
 - Assign reviews every 10 days
 - Add an ID as a lead

Outstanding Reviews

- FREN 1411
- TECA 1318

Action Items:

- Pamela will reach out to OAB member(s) on outstanding reviews
- Shiva will reach out to an associate French faculty as an SME
- Wendy and Tanya will provide future course assignments dates
- Next meeting: March 25 @ 11 am