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The meeting was called to order at 12:08 p.m. by chairperson P. Shreve.

II. **Roll Call** (1 minute)

Members Present – Penny Shreve, Gustavo Bento, Jennafer Worland, Eduardo Vasquez, Peter Esperanza, Julie Gallagher, Susan Nylander, Denise Pasley, Abe About

Members Absent – Bret Sage, Andrew Rehfeld, Rodolfo Duque

Guests – Jessica Tainatongo, Lisa Holmes,

III. **Approval of Agenda** (1 minute)

A motion was made and then seconded to approve the agenda. 1st – G. Bento / 2nd – J. Worland (8, 0, 0)

IV. **Approval of Minutes**

A motion was made and then seconded to approve the minutes from the 4/11/2022 OAC Meeting. 1st – D. Pasley / 2nd – G. Bento (8, 0, 0)

The minutes from the 2/28/2022 OAC Meeting were tabled.

V. **Opportunities to Address the Committee** (2 minutes each)

D. Pasley reminded the group that the Big Pitch Challenge will be on 5/12 in the PAC from 9:00 a.m.-12:00 p.m. There are eight groups presenting that have been working on this since January. A flyer will go out later today and you can register on Event Bright and attend remotely if unable to attend in person.

VI. **Reports** (2 minutes each)

a. **OAC Chair** – Penny Shreve

P. Shreve reported to the group that the paid Program Review training taking place this Friday is still looking for moderators in the afternoon during the heavy program review session. This would be mostly for new and part-time faculty who need more basics than program review in many cases; asked the group to consider helping to moderate if they are not completing a program review this year or have other faculty in their area that will attend. Also, the OAC members did really good work during the mapping training and a list will be sent out so others can see what else still needs to be mapped and what else is still needed.

b. **eLumen** – Lisa Holmes/Keiry Borruel

L. Holmes not a lot to update; J. Tainatongo added that new items were voted on and the items that received the most votes will be implemented by eLumination this summer. eLumen is continuing to move quickly and make the necessary updates.

c. **Curriculum** – Eduardo Vasquez

d. **Program Review** - Jennifer Rodden

Not in attendance.

e. **Sub-Committee** (as needed)

VII. Old Business

None.

VIII. **New Business**

a. **4/12 mapping training - Results and member debrief**

P. Shreve reported to the group that she heard the training went really well but didn't get any feedback as to what works and what doesn't. D. Pasley responded that the form that Peter Esperanza shared was very helpful and asked if Automotive was a part of Business & Industry as there was no link. P. Shreve responded that Automotive did not have anything to map so no link needed to be provided; will send out the most recent mapping to the faculty but it has already been submitted.

J. Worland added that she thought it went really smoothly but realized after the session ended that she answered a lot of questions but wasn't checking on their work so will be doing that in the future.

G. Bento gave kudos to Peter Esperanza and Penny Shreve for the interactive forms as they were very helpful. A lot was completed and felt the meeting was very effective. E. Vasquez added that, within his group, most of the work got done, so went back and started looking at what others did to help with the review process.

D. Pasley said that having someone to point (i.e. a point person) to was very helpful and more comfortable for our part-time faculty that someone was available for them to reach out to and ask questions. Worked well together on this and feel more comfortable reaching out to others on this now.

P. Shreve added that permission was needed to fill in the forms and as long as they do so in the meeting then there isn't a problem. J. Worland added that it helps if people hit the refresh button after asking for permission could also solve the problem. P. Shreve followed up that not as many programs got done as she would have hoped. For those that showed up, the work got done; the one's that didn't show up are the ones that didn't get done. If the mapping didn't get done, then data won't be available for Program Review.

b. Mini-Conference/retreat April 29 and Follow-ups 5/6 an 5/7

1. **Planned Agenda and sessions** - (attached).

2. **OAC role and break outs** – P. Shreve reported to the group that the first session on Friday is OAC. The next two are related to OAC pretty heavily. L. Holmes refreshed the group on the agenda for the mini-conference. P. Shreve asked the group to talk to part-timers and ask them to attend the first half as it doesn't deal directly with program review. G. Bento asked which session would be most helpful for him to attend; P. Shreve responded that the last two sessions (5/6 and 5/7) are very similar so either would be great, especially if one is attended and the other is moderated. J. Rodden added that annual reviews will also be discussed so if a full program review isn't going to be completed, it would still be very helpful to attend.

P. Shreve said that moderators aren't necessarily needed at this time but welcomed everyone to attend as moderators, especially online.

D. Pasley asked how she would know if she had a program review due? L. Holmes responded that it would be beneficial for all faculty to attend but added a link to the website for the 2022-23 Program Review Schedule <https://www.barstow.edu/about-bcc/institutional-effectiveness/program-review/schedule-program-review>.

J. Rodden let the group know that Denise Pasley has completed a great program review and was given permission to use it as an example. Members asked if they could jump in and out of the meeting on 4/29 as there are other meetings during this time.

c. **End of semester committee survey**

P. Shreve shared the link with the group for the Committee Effectiveness Survey; the group was given 10 minutes to complete it.

IX. **Announcements** (*2 minutes each*)

E. Vasquez reported to the group that his password reminder is set for 5/1/2022 and since that is a Sunday, it makes it difficult when you show up for work on Monday so reminded the group to keep an eye on that going forward.

P. Shreve asked the group if a meeting is going to be held on 5/9 since it's right before finals. Will make the decision after Friday's session on 4/29 and will let the group know.

X. Future Agenda Items

XI. **Next Regular Meeting**

a. 05/9/2022 tentative

XII. **Adjournment**

A motion was made and then seconded to adjourn the meeting. 1st – J. Worland / 2nd – G. Bento.