

Meeting Minutes**March 9, 2021****9:00 a.m.-10:30 a.m.****Online in Zoom****ATTENDEES:**

x	Ambalal, Monica (Chair)	x	Patricia Santiago (Member)
X	Adoria Williams (Member)	X	Kim Murphy (Member)
X	Nghiem Thai (Member)	X	Janine Nkosi (Member)
X	Xavier Gomez (Member)	X	Frances Moy (Member)
	Julie Shieh		Danae Martinez (Member)

AGENDA ITEM	DISCUSSION
I. Call to Order	Meeting called to order at 9:02 a.m.
II. Roll Call	Official Members: Monica Ambalal, Janine Nkosi, Adoria Williams, Frances Moy, Nghiem Thai, Kim Murphy, Xavier Gomez
III. Approval of Minutes	Meeting minutes were approved without objection Moved: K. Murphy, Second: F. Moy
IV. Chair Report	<ul style="list-style-type: none"> EDT will be meeting to revamp our certificate. We want to have 1 and 2 required introduction in using canvas and introduction in online teaching, also adding 3 electives. POCR was recently completed by X. Gomez, A. Williams and M. Ambalal. Next step is choosing 3 courses from canvas to be aligned to the OEI rubric, send them to the CVC director and wait for the next step.
V. Old Business <ul style="list-style-type: none"> Editing the DE Plan 	<ul style="list-style-type: none"> The need of a voting student N. Thai recommends including representative from curriculum committee, also Learning support services because so many students rely on their services when taking online classes. M. Ambalal says the dilemma is if we start adding so much requirement it would be difficult to follow our own membership so it would be better to mention its recommended for more flexibility. Will be finalized by April

<ul style="list-style-type: none"> ○ Edit the final draft for the charge that will be handed to senate 	<ul style="list-style-type: none"> ● M. Ambalal Assigned designated areas for every member to work on this week ● N. Thai is assigned to do allocation ● Draft revision needs to be finalized by next meeting
<p>VI. New Business</p> <ul style="list-style-type: none"> ○ POCR ○ Recap of ISER interview 	<ul style="list-style-type: none"> ● 20% of courses have to be reviewed by 2023 ● POCR funding formula proposal ● Concern about having room for Merritt students ● M. Ambalal says thank you to everyone that participated to the ISER interview ● Everyone thinks the interview was successful ● One area that didn't stand out well is how the committee is dedicated to students, M. Ambalal thinks it brought out a problem that needs to be address, her recommendation is for student ambassadors to be in place at the welcome center that are training during welcome week for 3 weeks where they provide 9-5 zoom help. ● Robust online orientation for student for all 4 colleges to be brought to the district meeting by M. Ambalal.
<p>VII. Open Commentary</p>	
<p>VIII. Calendar</p>	<p>Next Meeting April</p>
<p>IX. Adjournment</p>	<p>Meeting adjourned at 10:27am</p>