Merritt College   Distance Education Committee

Meeting Minutes
April 12, 2022
9AM/Zoom Room

MEMBERS:

VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
	Monica Ambalal (chair) x		Frances Moy x
	Adoria Williams (acting chair) x		Patricia Quiroz Santiago x
	Xavier Gomez x		Danae Martinez
	Janine Nkosi x		Nghiem Thai
	Monica Landeros x		
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
	Thomas Torres-Gil		Denise Richardson x
	Marilyn Varnado x		Ronald Moss
	Nathan Pellegrin		Christoph Muehlinghaus x
	Mx. Cooper (Micah) ASMC		Nia Hill
	Muwafaqu Al Asad		

GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 9:07 a.m.	
II. Adoption of Agenda	Agenda was adopted with/without objection. (Identify number in favor, opposed, abstain)	Chair- Email to merrittgovdocs@peralta.edu
III. Approval of Minutes	Meeting minutes were approved without objection.	Chair- Email to merrittgovdocs@peralta.edu
IV. Action Items/ Presentations	**Identify Topic of Discussion** a) **Resolution for language in course modalities**	a) • New language we have observed - Bichronous: to mean synchrounous and asynchronous • Monica A. will present the edits on the document to the district to let them know the thoughts of DE committee
V. Standing Items	a) **Update: PCCD** b) **Update: POCR**	a) • Monica wants to make sure to move with the 4 colleges as a team • DE coordinators rewrote some of the job discretion. b)

Merritt College puts students first. Through our rich educational programs, we foster a culture of equity and inclusion that empowers students to achieve their greatest potential and make meaningful contributions to their respective communities and our global society.

	c) **Update: Respondus lockdown browser**	• Marilyn Varnado: will try to work on one or two courses before the semester ends. Courses haven't been submitted. • Marilyn Varnado will submit a POCR funding proposal for fall semester to the VPI. Once that is provided VPI Richardson will work with VPIs, other deans and guided pathways to determine how or what can be funded for the upcoming school year. c) • Working on a compromise that can both serve students and professors without taking someone's privacy. • Student Rep. will keep investigating on how students are affected.
VI. New Business	a) ACCJC changes in Distance Education b) News: Canvas studio funding	a) • "Correspondence" is being removed permanently • Monica A. will let committee once a directive and a formal memorandum has been given. b) • Canvas studios will be fully funded for all community colleges from now until June 30, 2023.
VII. Old Business		
VIII. Announcements		Public Comments • Consider reminding and reviewing AP4105 requirements For next month (May 2022): • Considering dual enrollment and language of DE – are modalities being followed? What are the legal stipulations? • Reeshmah Thornton? (Dual enrollment coordinator) • New language we have observed - Bichronous: to mean synchrounous and asynchronous

		• Some instructors not using canvas – using non-approved platforms or placing link to outside sources (this is a violation of AP4105) -Reconsidetring? • Inviting students/faculty for open comments • Next Meeting May 10, 2022
IX. Adjournment	Meeting adjourned at 10:30 a.m.	

comments related to website: