

Meeting Minutes

May 10, 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)		
<input type="checkbox"/>	Monica Ambalal (chair) x	<input type="checkbox"/>
<input type="checkbox"/>	Adoria Williams (acting chair) x	<input type="checkbox"/>
<input type="checkbox"/>	Xavier Gomez x	<input type="checkbox"/>
<input type="checkbox"/>	Janine Nkosi x	<input type="checkbox"/>
<input type="checkbox"/>	Monica Landeros	<input type="checkbox"/>
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<input type="checkbox"/>		<input type="checkbox"/>
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)		
<input type="checkbox"/>	Marilyn Varnado x	<input type="checkbox"/>
<input type="checkbox"/>	Denise Richardson	<input type="checkbox"/>
<input type="checkbox"/>	Feather Ives	<input type="checkbox"/>
<input type="checkbox"/>	Lilia Chavez	<input type="checkbox"/>

GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 9:04 a.m.	
II. Adoption of Agenda	Agenda was adopted with/without objection. (Identify number in favor, opposed, abstained)	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 1. List highlights	
V. Standing Items	Assessment/Goals 2. Accreditation 3. Equity 4. Update: PCCD Update: POCR	PCCD DE Update: Phase I of the exchange is still in progress. Phase II will require more collaboration to get all courses in the exchange. Recent completion of a STAC application for discounted LTI prices for CCCs. District needed to prioritize LTIs so we could get some of the discounted LTIs. Surveys were sent to users for feedback. Hyflex: Discussion of a task force for each college. BCC has a task force established w/ reps from each department. Concerns raised by PFT re: implementation of items that need to be negotiated. Union working with

		<p>District. Cannot establish hyflex classes until agreement is reached w/ union.</p> <p>POCR Update: Marilyn submitted the budget to Dr. Richardson. She's still working on it. Marilyn is not applying to the position that was recently announced. This semester there were a lot of people dealing with many crises. Discussion re: funding for POCR leads and responsibilities of leads. There is no standard job description across campuses. Discussion that everyone should be paid the same and have the same responsibilities.</p>
<p>VI. New Business</p>	<p>Identify Topic of Discussion</p> <ul style="list-style-type: none"> A. Hyflex task force update B. CVC recommendations for Canvas LMS C. Revisions to AP4105 D. Accessibility concerns – CCMS Advisory Committee survey – the workgroup hopes to determine how they can be of better service to California Community Colleges in making requests of Instructure/Canvas E. LTI Update: Voice Thread renewal – limited active users (capacity) 12 months extension F. DE roles and committee members for Fall 2022 G. Future goals for 2022/2023 	<p>A. During one of Nathan Pellegrin meetings (potentially a planning summit) hyflex was discussed. Monica spoke with the District re: task force. Glenn Straatum is the lead. First meeting was on 5/3/22. Desire to move forward with all colleges -- not individually. No budget in place. Need to provide training. Need to work with the union. At this point, the meetings are informational. Chriss Foster reached out to inquire about Hyflex and Xavier provided insight on some of what would be needed, etc. He made an introduction to Brian Beatty at SF who created Hyflex. Frances "I think Hyflex is the way to go. It's exciting. It provides an opportunity to learn new things and be better educators." Danae's been doing hyflex for a long time. "It's great, but I think it's a union issue. There's a lot that goes into it." Tech tools are needed, recording, editing, closed captioning, etc. She got better attendance. Helped students who had surgery and couldn't attend in person. Need good mics. She's willing to help out. Adoria: Camara use, workload, class size, etc. - negotiable issues that task force can't talk about prior to negotiations according to Jennifer, the Union President. Marilyn: Concerns with student privacy. Danae: Did not have students who expressed privacy concerns. The biggest problem during the pandemic was</p>

		<p>asking students to show up professionally, e.g. not laying in bed.</p> <p>B. Canvas updates: Learning Outcomes can be entered into Canvas. Faculty can post a response to a student post in Speed Grader. Voting currently taking place for potential updates.</p> <p>C. Section 6, which is an area of concern, has not changed. Monica reached out to the other DE Coordinators and they cannot find the changes. Faculty are not using district email or Canvas. Requests from Deans to train new faculty in online teaching / Canvas, however, DE role is to create a Canvas shell, but not to train new faculty for online teaching.</p> <p>D. They sent out a 30 minute survey to DE coordinators asking about what updates they want to see in Canvas related to accessibility. This will be an area of focus for next year.</p> <p>E. Voicethread has been renewed for another year. If you have LTI requests send them to the help desk.</p> <p>F. Requests from SAS, Student Services, Learning Center want a presence in Canvas about what's available on campus. We could add it to the "Help" section.</p> <p>G. Need student presence next year. Janine might now be able to stay on committee next year.</p> <p>H. Three things we want to see accomplished by the end of fall: 1) revisit our DE plan and see how we're aligned with it, 2) wrap up the POCR stuff, 3) see more involvement from other departments (staff and students, STEM faculty).</p>
VII. Old Business	Identify Topic of Discussion	
VIII. Announcements	<ul style="list-style-type: none"> List announcements 	
IX. Adjournment	Meeting adjourned at 10:21 a.m.	

comments related to website: