

Meeting Minutes

November 8, 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	Danae Martinez x
	Janine Nkosi x	Nghiem Thai x
	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)		
	Christoph Muehlinghaus	

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	
VI. New Business	Identify Topic of Discussion A. Accessibility Resolution B. DE student/faculty survey C. Classified senate Nov. 15 D. Ideas for Spring PDC workshop?	A. BCC Resolution Academic Senate Resolution to provide funding and support for key areas: MC has similar issue with LTIs (we had 80% removed); We have an issue with Section 508 ADA to ensure Canvas is accessible; Merritt is out of

	<p>E. Student volunteer to sit on DE committee for Nov. and December</p> <p>F. Comments and concerns from committee members</p>	<p>compliance; Nghiem supports resolution but we should strengthen “Resolved” sections and clearly name the entity who will be responsible for carrying out the actions and absolutes Monica L makes a motion to agree to work on this resolution at the DE meeting and to make the last “resolved” portions “absolutes”.</p> <p>B. Only a 9% response for faculty/student survey; will resend them in Spring 2023; also doing two separate surveys, one for faculty and one for students.</p> <p>C. Need a volunteer to attend Classified Senate meeting on Nov. 15, 2022 if Monica A is not able to attend. Person would listen to concerns of classified staff, take notes, and report back to the DE Committee at our next meeting.</p> <p>D. Anyone want to volunteer to join MA for the Spring PDC Flex Day workshop (1/20/2023)? Workshop will include: overview, data, hours, timeframes; Christoph will join and Adoria could support too. Monica A: Does anyone else want to do a workshop or presentation for Flex Day Spring 2023?; Adoria will do something for library resources, focus on linking noncredit courses to the learning communities; A workshop on LTIs through the library would be really good; Christoph can create a workshop with rubric for POCR to help faculty develop the foundation pieces in preparation for POCR; Nghiem: planning to do an OER engagement workshop-- it might not be DE specific but it does relate to accessibility, maybe we can do a joint workshop with these various pieces.</p> <p>Nghiem: Anything published is protected by copyright. Get permission and acknowledge it. Christoph: Even if you use it in a Canvas course that you’re not charging for it? Yes. There are</p>
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		<p>repositories of CC-licensed images and icons that you can use more freely</p> <p>Note: In December, MC is adjusting the landing page, so that it's more student service focused.</p> <p>Note: Monica A: It's important to note that not all online classes are under the purview of DE.</p> <p>Vanessa, Soc 1 student who wants to get involved. Patricia invited her to join the DE Committee. Hopefully she can join the Nov. / Dec. meetings.</p> <p>Reached out to ASMC twice and haven't gotten a response. Any suggestions on how to reach them. Reach out to Doris Hankins and Michelle Mai to see if they can assist Monica A with getting in touch with ASMC.</p> <p>Motion passed and approved to move Dec. DE meeting to Dec. 6th at 9AM.</p>
<p>VII. Old Business</p>	<p>Identify Topic of Discussion</p> <p>2. Update on POCR submission</p> <p>3. POCR update</p> <ul style="list-style-type: none"> ● Chaffey College survey on equity ● Exchange Phase 2 update (CVC) 	<p>POCR: 17 courses submitted for interest for POCR; MC will be an official teaching college in Spring 2023!</p> <p>Opportunity to support FTES Merritt College is in process with the CVC to become a part of the "teaching consortium," highest enrollment in courses is during summer month, students may be returning home for summer and want to take classes at their "home" college. Working at the district right now, there's a lot of paperwork at the state-level and all systems need alignment; need to determine who will hold the new roles (e.g., "Executive Sponsor" & "Business owner");</p> <p>Chaffey College success data looks encouraging and promising. Monica building a webpage for POCR; Monica L: need to develop a realistic timeline, lengthy process, especially with revisions, a peer mentoring program could be helpful, especially to share feedback from students who were able to take a class that had been realigned</p>

		<p>for PO CR. Monica A: Workshops starting in Feb thru May and office hours to support faculty working on PO CR.</p> <p>Christoph: I can provide one-on-one support with faculty (e.g. "tutoring").</p> <p>Patricia: Some of the disconnect could be that people are not seeing the positive side, maybe embed a video into the flyer with a faculty member sharing their positive experience. Monica A: we could create a short video testimony with Monica L and one of her students. Maybe use iPhones.</p>
VIII. Announcements	<ul style="list-style-type: none"> List announcements 	
IX. Adjournment	Meeting adjourned at 10:00 a.m.	

comments related to website: