Meeting Minutes

February 14, 2023
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)			
x	Monica Ambalal (chair)	x	Frances Moy
x	Adoria Williams	x	Patricia Quiroz Santiago
x	Janine Nkosi	x	Christoph Muhlinghaus
x	Monica Landeros	x	Danae Martinez
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
x	Lisa Valkenier		

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)	
III. Approval of Minutes	Meeting minutes were approved without objection.	
IV. Motion to add an item to the agenda	• A Williams moved to approve the addition of title V changes. Second by C.Muehlinghaus	• Reviewing, changes to title V is added to the agenda

V. New Business	1. POCR Updates (recent submissions to CVC)
	
	   I. 3 classes have been submitted, 1 is already aligned
	
	   II. Future
		• Picking OER aligned courses is necessary because its easier to get them POCR aligned.
		
		• M. Ambalal plans on hosting workshops starting in March
		
		• Get back to office hours for POCR

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.

		• M. Ambalal will reach out to other people to see if they have been aligned in other colleges
	2. Academic integrity in the online classroom	• M. Ambalal requested to include academic integrity in the online classroom at the Next District meeting (In 2 weeks)
	I. Lisa Valkenier expresses her concerns about Academic integrity in the online classroom	
	II. Possible solutions	• It's more difficult to keep track of students' academic honesty
		• A. Ambalal will bring all concerns that was talked about to the district meeting in two weeks
		• Seeking for the Care teams help
		• DE committee can also support in these concerns
		• Acquire something like Starfish.
		• M. Ambalal will formulate something with collaboration to fellow members and send it out to other teams
	3. Reviewing Spring PDC workshops and new suggestion	• M. Ambalal will probably do something about POCR
		• A. Williams will do a workshop on canvas
	4. Introduction of new student volunteer	• New language that Peralta will update

VI. Reviewing changes to title V		• To keep in mind that the changes are small, but it will largely affect us later.
	1. Definition and Application	
	I. Added "and/or other media"	
	II. Updating all the outdated language	
	2. Instructor Contract	
	I. Replaces "effective contact" with "substantial interaction"	
	3. Separate Course Approval	
	I. "Effective contact" to "substantial interaction	
	II. Addition of "where applicable" when referring to interaction among students	• This is already in place in our addendum. This is more for curriculum committee to know about.
	III. New or Existing course provided through DE needs to reflect the COR or addendum.	
	4. Faculty Selection Workload	
	I. The number of students assigned to any one course section offered by DE shall determine by and be consistent with other district procedures related to faculty assignment	
	5. Publication of Course Standards	
	I. Language changes to reflect asynchronous	• Update the AP 4105 based on the changes
	6. Action Items for Peralta	• Inform the college VPI and the President about these changes to be implemented.
VII. Comments and concerns		
VIII. Announcements	• Next Meeting March 14, 2023	
IX. Adjournment	Meeting adjourned at 10:08 a.m.	