

Meeting Minutes
October 17, 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)		
<input type="checkbox"/>	Monica Ambalal (chair) x	<input type="checkbox"/>
<input type="checkbox"/>	Adoria Williams x	<input type="checkbox"/>
<input type="checkbox"/>	Patricia Quiroz Santiago	<input type="checkbox"/>
<input type="checkbox"/>	Frances Moy x	<input type="checkbox"/>
<input type="checkbox"/>	Monica Landeros	<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"/>	Nghiem Thai	<input type="checkbox"/>
<input type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>		<input type="checkbox"/>
<input type="checkbox"/>		<input type="checkbox"/>

GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	The meeting was called to order at 9:04 a.m.	
II. Adoption of Agenda	The agenda was adopted with/without objection.	Chair to post on the website
III. Approval of Minutes	The meeting minutes were approved without objection.	Motion by Ambalal, Approved by Adoria
IV. Action Items/ Presentations	Identify Topic of Discussion 1. Discussion on LTIs 2. <i>No action items today</i>	Issues and Respondus: Some instructors report LTI is not working. Labster is renewed, but not many instructors knew about its availability
V. Standing Items	Update: PCCD-DE 1. Chair shared out information from the last meeting, and updates to POCR Phase III 2. Update for Distance Education team. including charge, and search for student representatives 3. Need for involvement of staff and or faculty in DE	Monica to being adding small write ups about DE showcasing to include good work done by faculty Lisette mentions the reasons her classes are liking the hybrid meeting modalities Where are we with hybrid and hyflex? (Still cannot name a class this officially) “call it green or yellow” according to chair to prevent future union grievances

<p>VI. New Business</p>	<p>Identify Topic of Discussion</p> <ul style="list-style-type: none"> A. Search for an accessibility specialist B. DE student/faculty survey C. Ideas for Spring PDC workshop? D. Comments and concerns from committee members E. Public comment 	<ul style="list-style-type: none"> A. We have an issue with Section 508 ADA to ensure Canvas is accessible; Merritt and all colleges are out of compliance; B. Need a volunteer student to participate on the DE committee - reach out with ASMC C. Anyone want to volunteer to join Adoria for the PDC Flex Day workshop - Workshop will include: overview, data, hours, timeframes; D. Does anyone else want to do a workshop or presentation for Flex Day Spring 2024?; Adoria will do something for library resources, <p>Note: Monica A: It's important to note that not all online classes are under the purview of DE.</p> <p>Monica A with getting in touch with ASMC to ask for rep</p> <p>Motion passed and approved to move Dec. DE meeting to Dec. 5th at 9AM.</p> <p>Nghiem Thai mentioned in public comment: OER and ZTC recommendations asked DE committee to participate in Curriculum/DE addendums</p>
<p>VII. Old Business</p>	<p>Identify Topic of Discussion</p> <ul style="list-style-type: none"> 2. Update on POCR submission 3. POCR update <ul style="list-style-type: none"> • Chaffey College survey on equity • Exchange Phase III update (CVC) 	<p>POCR: 19 courses submitted for interest for POCR; MC is still waiting on an update of Phase III with Antoine</p> <p>Considered online survey from ASCCC regarding meeting modalities</p> <p>Chaffey College success data looks encouraging and promising.</p> <p>Monica updating POCR and DE website</p>

		Monica A: Workshops starting in October thru May and office hours to support faculty working on POCR
VIII. Announcements	<ul style="list-style-type: none"> List announcements 	NONE
IX. Adjournment	Meeting adjourned at 10:04 a.m.	