

Meeting Minutes

May 14th 2024

9:00 am

MEMBERS: Monica Ambal, Lissette Dominguez, Adoria R. William

VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)		
	Monica Ambalal	
	Lissette Dominguez	
	Adoria R. Williams	
	Frances Moy	
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)		
	Muwafaqu Alasad	
	Courtney Brown	

GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 9:03 on May 14 th	
II. Adoption of Agenda	Agenda was adopted without objection	Chair – Email to merrittgovdocs@peralta.edu
III. Approval of Minutes	Meeting minutes were approved without objection. Motion: Dominguez Second: Williams	Chair – Email to merrittgovdocs@peralta.edu
IV. Action Items/ Presentations	Identify Topic of Discussion <ul style="list-style-type: none"> • List highlights 	
V. Standing Items	Assessment/Goals <ul style="list-style-type: none"> • Accreditation • Equity • 	
VI. New Business	Identify Topic of Discussion <ul style="list-style-type: none"> a) Creating an online evaluation best practice rubric b) Suggestions for Fall FLEX PD c) Removing DE Committee from MCAS Sub-Committee 	

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

	<ul style="list-style-type: none"> • Districts are removing themselves from participatory governance to deal with pandemic challenges. • Potential drawbacks of removing committee from Academic Senate, including loss of protection and involvement. • Suggestion of holding monthly in person meeting. 	
<p>VII. Old Business</p>	<p>Identify Topic of Discussion</p> <p>a)DE Surveys (Student)and Faculty</p> <ul style="list-style-type: none"> • Concerns about student survey feedback regarding communication and support. • Survey highlights poor instruction online, feedback and student frustration. • Instructors are leaving classes with poor interaction, outdated videos, and false advertising, affecting student satisfaction. • Challenges with providing internet access to students, including limited access at home and high cell phone usage. • Concern about students calling out professors by name, with a focus on addressing the issue through more involvement and accessibility. • Highlight Data Survey at Flex Day (District and Merritt) <p>Faculty</p> <ul style="list-style-type: none"> • Low participation only 128 responses • Faculty requesting more storage for captioned videos, citing inconsistent support for modality supported instruction. <p>Challenges with online instruction at Merritt College</p>	<p>Send student survey results to Student Services</p>

	<ul style="list-style-type: none"> • Admin Lack of support for hybrid instruction leaving faculty to provide instruction and equipment. • Challenges with online course quality control and lack of evaluation process <p>b) DECT grant updates</p> <ul style="list-style-type: none"> • Seeking ideas for incentivizing professors to finish aligning, citing lack of follow through. • Six instructors approved for DEQ grant; free transcriptions provided. • Next batch of transcription in Fall opened to interest parties. <p>c) DE Plan 2024-27</p> <ul style="list-style-type: none"> • Importance of creating a plan for distance education and evaluation online instruction and best practices. • Suggestion of revising the language used in the evaluation form to avoid potential legal issues with the union. • Recruit 7-8 members for Distance Education Team. Encourage strong online instructors to join. • Faculty mental health a concern in distance education, need resources for support. <p>b) Data request for POCR</p> <ul style="list-style-type: none"> • POCR Job Descriptions are available and all welcome to apply. 	<p>Create a best practices evaluation form for online instruction in the Fall 24</p> <p>Look into resources for faculty mental health support teaching online.</p> <p>Email the Chancellor about long-standing technology resource issues</p> <p>Develop a new 5-year DE Plan from 2024-2027</p>
VIII. Announcements	Online Teaching Conference	Adora R. Williams will be attending
IX. Adjournment	Meeting adjourned at 10:14 am on May 14th	