

## DE Taskforce Meeting Minutes 10/10/2018

### Persons in attendance:

Anahid Abadi, Monica Ambalal, Beverly Brooks, Courtney Brown, Syed Hussain, Kimberly Murphy, Mario Rivas, Nghiem Thai.

### Interested persons not in attendance:

Jason Holloway, Grace Idowu, Dianne Jones, Polly Jones, Samantha Kessler, Fereshteh Mofidi, Nadia Tabriz.

1. Meeting Called to order: 1:15pm

2. Adoption of Agenda

a. added items: SARA, OEI, Support for Online Courses

3. Decisions to bring forward to the Senate:

a. Will this be a Senate, Senate administration committee, or other?

b. Purpose of the committee:

To assemble a group, identify roles and responsibilities of the DE Committee moving forward. Committee will make recommendations to Senate; help support DE at Merritt.

c. Mission Statement:

Suggestions to include mentions of: online equity, students first, promoting learning and success, addressing student needs, non-credit courses, lifelong learning, computer literacy, and competency.

4. Discussions:

a. Achievement gap and success online

b. Who should be nominated? What are the requirements to serve on the DE committee as a member?

\*A statement of competency will be created.

\*Member does not necessarily need to be DE educator

c. How to find support and funding for DE programs in Peralta

d. Articulating Merritt courses so they can be offered and promoted district wide and through the 114 colleges via (OEI) and Course Exchange

- e. Continuing to work together with our sister colleges
- f. Providing guidance to administration on how to schedule a section that permits online and face-to-face simultaneously
- g. SARA (State Authorization Reciprocity Agreement)

5. Goals:

- a. Collecting data to improve success
- b. Provide training to faculty
- c. Maintaining high standards for online teaching
- d. Defining an online section vs. hybrid section vs. face-to-face v. web-enhanced
- e. Involving student services as DE expands at Merritt
- f. The effects on DE where dual-enrollment and non-credit courses are concerned
- g. Educating chairs and admin to remain in compliance when recommending and hiring online instructors.
- h. Establishing minimum standards consistent with ACCJC rules

6. New Business

- a. Recommended Committee Formation
  - 6 faculty, 1 librarian, 1 counselor, 1 CTE representative, Dean of Student Services or designee, VPI or designee, 1 classified member, 1 student.
  - Taskforce recommends: EDT be added to the charge, SAS representative be added to the charge.
- b. Next meeting date: 11/14/2018 1-2:30pm (request S435)
- c. Consider meetings to be interactive with ConferZoom or other online video capabilities.

6. Adjournment – 2:26pm