Contra Costa College

Distance Education Committee
Meeting Agenda

Date: Fri. May 14, 2021   **Time:** 10:00am-12:00pm   **Location**: Zoom

Voting Members				
Maritez Apigo (Chairperson)	Marisol Cantu	Carlos-Manuel Chavarria	Anthony Gordon	Michael Kilivris
Monica Landeros	Kristin Lassonde	Jessica Le	Lauren Nahas	Jennifer Ounjian
Dionne Perez	Michele Redlo	Francis Reyes	Bashir Shah	Erica Watson

Non-Voting Members			
Jason Berner (Dean of Liberal Arts)	Yasuo "Sue" Abe (DSPS Manager)	James Eyestone (Technology Systems Manager)	Karen Ruskowski (Curriculum Specialist)
Liesl Boswell (Accessibility Specialist)	Blanca Castillo (student)	Vanessa Crisostomo (student)	

Time	Item	Action
10:00	**Welcome** 1. Zoom reminders: mute mics when not speaking and use the "raise hand" feature to speak 2. Agreement: We uphold a safe space for our student committee members.	Informational
10:02	Approval of the April 9, 2021 meeting minutes.	vote
10:05	Public comments	n/a
10:10	**Curriculum and Instruction Committee Updates - Jennifer, Anthony, and Karen**	Informational
10:15	**Open Educational Resources and Zero Textbook Cost** 1. Districtwide OER and ZTC funding proposal approved. 2. The OER and ZTC Ad-Hoc Workgroup may become an official standing sub-committee of the ASC (pending all-faculty vote).	Informational
10:30	**Student Resources** 1. *Comet Support Hub* (currently 3,495 hits) in multiple languages. 2. Rollout of *Wellness Central* - Feedback and suggestions welcomed. Locations for placement.	Informational & discussion

	3. Student resources update - Erica 4. Other student resources needed	
11:00	**Faculty Professional Development** 1. [DE PD Challenges](#) feedback (76 faculty enrolled) - Lauren, Monica, and Maritez 2. Online Teaching Conference 2021 registration 3. BEOI Phase 2 workgroups and course builds: 　○ "Strategies for Collaborative Synchronous Learning" - Lauren 　○ "Becoming an Effective Hybrid Instructor" - Monica 4. POCR Program update - Mike 5. Proposal to add the [Peralta Equity Rubric](#) in local and districtwide POCR - Maritez 6. Equity and Culturally Responsive Teaching Community of Practice - Maritez 7. DE Fall Flex Forum - Maritez	Informational & discussion Vote Vote
11:40	**Technology** 1. [STAC form](#) for next academic year, deadline is June 15, 2021 2. Transfer Zoom cloud recordings before June 30, 2021	Discussion & vote
11:50	**Committee Structure** Finalize the [new DE Committee structure](#) as a standing sub-committee of the ASC. Pending ASC approval and then an all-faculty vote.	Vote
11:55	**DE Team for AY 2021-22 - Congratulations and welcome!** 🎉	Informational
12:00	Adjourn. Enjoy your summer break!	n/a