



# CONTRA COSTA COLLEGE

## Distance Education Committee

### Meeting Agenda

**Date:** Apr. 15, 2022 **Time:** 10am-12pm

**Location:** [Zoom](#) Meeting ID: 914 6443 5459 Passcode: DErocks

[Committee Charge and Past Agendas & Minutes](#)

#### Voting Members

**Chairperson:** Maritez Apigo

**LA Division:** Carlos-Manuel Chavarria, Brandon Marshall, Anthony Gordon

*Alternates:* Erica Watson

**NSAS Division:** Jennifer Ounjian, Monica Landeros, Kristin Lassonde

*Alternates:* Francis Reyes, Bashir Shah

**AACE Division:** Jessica Le, Michele Redlo, Laura Lozano - *Alternates:*

**SS Division:** Dionne Perez, Kelley Cadungug, Sarah Boland - *Alternates:*

#### Non-Voting Members

**Students:** Maha Ghafoor, Meghan Yarnold

**IT Manager/Canvas Administrator:** James Eyestone

**Managers:** Sandra Moore, Sue Abe

**Classified:** Karen Ruskowski

**Accessibility Specialist:** Liesl Boswell

Time	Item	Action
10:00	<b>Welcome!</b> Agreement: We uphold a safe space for our student committee members.	n/a
10:01	Confirm voting positions	n/a
10:03	Approval of agenda	Vote
10:05	Approval of the <a href="#">Mar. 11, 2022 meeting minutes</a>	Vote
10:08	Public comments	n/a
10:13	<b>Curriculum and Instruction Committee Updates</b> - Anthony, Karen, and Jennifer	Informational
10:18	<b>Open Educational Resources (OER) and Zero Textbook Cost (ZTC) Committee Updates</b> - Maritez and Brandon 1. LTC designation 2. Faculty-facing mini-website (final draft) 3. Reassigned Time/OAS Positions (application deadline is today):	Informational

	<ul style="list-style-type: none"> <li>○ <a href="#">Interim OER Coordinator - 30%</a></li> <li>○ <a href="#">OER Librarian - 25%</a></li> </ul>	
10:25	<p><b>Student Resources</b></p> <ul style="list-style-type: none"> <li>● Update from student committee members - Meaghan and Maha</li> <li>● Technology &amp; Online Classes Student Survey: <a href="#">Questions</a> and <a href="#">Responses</a> - Erica and Maritez</li> </ul>	<p>Informational</p> <p>Discuss</p>
10:35	<p><b>Faculty Professional Development</b></p> <ol style="list-style-type: none"> <li>1. DE PD - Mónica, Brandon, and Liesl</li> <li>2. POCR Program update - Sarah</li> <li>3. CCC Accessibility update - Liesl</li> <li>4. Y.E.S./Your Equity Squad: Diversity, Equity, Inclusion, and Antiracism in Online Teaching Community of Practice update - Maritez</li> <li>5. 4CD's <a href="#">BEOI</a> and <a href="#">BEHI</a> Course Offerings this spring and summer <ul style="list-style-type: none"> <li>○ The training requirement to teach online in Article 27 of the UF contract will be reinstated fall 2022.</li> <li>○ BEOI is offered April 11, June 6, and June 27, 2022. \$700 stipends through spring 2022 for 4CD's BEOI course (working on summer stipends).</li> <li>○ BEHI is offered Mar. 7 and July 11, 2022. No stipends approved by UF yet but working on it along with synchronous course.</li> <li>○ Synchronous course tabled until fall 2022.</li> <li>○ We are recruiting new facilitators of BEOI, BEHI, and the synchronous course. Is anyone interested?</li> </ul> </li> </ol>	<p>Informational &amp; discuss</p>
11:50	<p><b>DE-Related Reassigned Time/OAS Positions</b> - Application deadline is today, please apply!</p> <ul style="list-style-type: none"> <li>● <a href="#">Instructional Designer - 2 positions, 40% each</a></li> <li>● <a href="#">Interim DE Coordinator - 100% fall only</a></li> <li>● <a href="#">POCR Lead - 20%</a></li> </ul> <p>Note: Liesl's Accessibility Contract will be renewed pending Board approval.</p>	<p>Informational</p>
11:00	<p><a href="#">Districtwide Guidance on Determining Online Attendance</a></p> <p>Any suggested changes before issuance.</p>	<p>Discuss</p>
11:05	<p><a href="#">4CD DE Strategic Plan 2022-2027</a></p> <p>Any last suggestions and vote to approve.</p>	<p>Discuss &amp; vote</p>
11:15	<p><b>Changes to DE Regulations</b></p> <ul style="list-style-type: none"> <li>● The <a href="#">new federal definition of Distance Education</a> has been <a href="#">adopted into California Title 5</a> and is being codified this spring.</li> <li>● Updated drafts of our old "<a href="#">Regular and Effective Contact</a>" policy, DE Addendum, and <a href="#">DE Addendum (Emergency)</a> that reflect the changes in DE regulations. Vote next month. The <a href="#">DE Handbook</a> will be updated in fall 2022.</li> </ul>	<p>Informational</p> <p>Discuss</p>
11:35	<p><b>Technology</b></p> <ol style="list-style-type: none"> <li>1. OWL Cameras and hyflex classes (<a href="#">DDEC Hyflex Resources</a>)</li> </ol>	<p>Informa-</p>

	<p>2. The Chancellor's Office will continue funding Canvas Studio until June 30, 2023. 🙌😊</p> <p>3. The STAC (Systemwide Technology Access Collaborative) purchasing window just opened.</p> <p>4. Continuation of some technologies</p> <ul style="list-style-type: none"> <li>● Padlet - through Sept. 10, 2022 (renew early fall)</li> <li>● Hypothesis - through June 2023</li> <li>● Pronto - through Aug. 2023</li> </ul>	tional
11:45	<p><b>Article 27 Reopener</b>  <a href="#">Article 27</a> issues being negotiated</p> <ul style="list-style-type: none"> <li>● Synchronous and hybrid evaluations being created</li> <li>● Advocating for stipends for all DE training courses (BEOI, BEHI, and the synchronous course)</li> <li>● Adding the Canvas changes impacted by schedule changes</li> </ul>	Informational
11:50	<p><b><a href="#">Online Teaching Conference in Long Beach (on-site only) June 29-July 1</a></b>  Attendees: Carlos-Manuel, Brandon, Maricela, and Agustin.</p>	Informational
11:55	<p><b>Appreciations</b></p>	Informational
12:00	<p><b>Adjourn</b> - Our last meeting this spring is on May 13, 2022, 10am-12pm.</p>	