



CONTRA COSTA COLLEGE

Distance Education Committee

Meeting Agenda

Date: May 12, 2023 (2nd Fridays) **Time:** 10am-12pm

Location: GE 108 and [Zoom](#) Meeting ID: 914 6443 5459 Passcode: DErocks

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

Voting Members

Chairperson/DE Coordinator: Maritez Apigo

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

NSAS Division: Monica Landeros, (seat 2 vacant), (seat 3 vacant) - *Alternates:* Bashir Shah, Kristin Lassonde

AACE Division: Michele Redlo, (seat 2 vacant), (seat 3 vacant) - *Alternates:*

SS Division: Sarah Boland, Dionne Perez, (seat 3 vacant) - *Alternates:*

Non-Voting Members

Students: Alexa Simen

IT Manager/Canvas Administrator: James Eyestone

Managers: Sue Abe, Elvia Ornelas-Garcia

Classified: Karen Ruskowski

Accessibility Specialist: Liesl Boswell

Time	Item	Action
10:00	Welcome! Agreement: We uphold a safe space for our student committee members.	n/a
10:01	Attendance and confirmation of voting positions	n/a
10:03	Approval of Apr. 14, 2023 meeting minutes	Vote
10:05	Approval of today's agenda	Vote
10:07	Public comments	n/a
10:12	Curriculum and Instruction Committee Updates - Anthony and Karen	Informational
10:17	Open Educational Resources (OER) and Zero Textbook Cost (ZTC) Committee Updates - Maritez, Sarah, and Brandon 1. ZTC Program planning: developed a 4-week course and drafted \$180K budget 2. Congressional Federal Grant: \$1 million grant districtwide 3. Filling 3 Release time/OAS Positions: OER Coordinator, ZTC Program Coordinator, and OER Librarian	Informational
10:25	Student Resources	

	Updates from student committee members - Alexa	Informational
10:30	Faculty Professional Development 1. DE Fall Flex Forum scheduled for Tues. Aug. 15, 2023, 9am-2:30pm 2. 4CD's BEOI and BEHI Course Offerings this summer July 17-Aug. 13.	Informational & discuss
10:40	DE Strategic Plan 2023-28 Final Draft - approved through shared governance	Informational
10:45	Filling DE-Related Release Time/OAS Positions <ul style="list-style-type: none"> ● DE Coordinator - (vacant) ● Instructional Designer - Brandon Marshall & Monica Landeros will split ● POCR Lead - Sarah Boland 	Informational
10:50	Technology 1. Libretexts ADAPT is now live in Canvas. 2. Edpuzzle demo, \$2,180 quote - Jennifer Ounjian & Michel Arnold, Psychology 3. DE budget proposal 4. STAC 2023-24: NetTutor and Pronto	Discuss & vote
11:20	Online Teaching Conference at the Long Beach Convention Center (on-site only) June 21-23, 2023 Who's going? Jessica Le, Brandon Marshall, Sherry Sharufa, and Maritez Apigo	Informational
11:25	Appreciations ❤️	Informational
11:30	Adjourn - Have a fabulous summer!	n/a