CONTRA COSTA COLLEGE

Distance Education Committee

Meeting Agenda

Date: Feb. 10, 2023 (2nd Fridays) **Time:** 10am-12pm
Location: 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 confirm voting positions. Recruiting members.	n/a
10:03	Approval of Dec. 9, 2022 meeting minutes.	Vote
10:05	Approval of today's agenda	Vote
10:07	Public comments	n/a
10:17	Changes in Brown Act Legislation	Informa-tional
10:25	**Spring 2023 DE Team** • DE Coordinator: Maritez Apigo • Instructional Designers: Brandon Marshall & Mónica Landeros • POCR Lead: Sarah Boland • Accessibility Specialist: Liesl Boswell	Informa-tional
10:26	**Curriculum and Instruction Committee Updates** - Anthony, Karen, and Jennifer	Informa-tional

10:30	**Open Educational Resources (OER) and Zero Textbook Cost (ZTC) Committee Updates** - Maritez and Brandon 1. ZTC Degree Program ($200K grant from CO for CCC) 2. Congressional Federal Grant ($1 million grant districtwide) 3. LTC designation is live - 37 courses this spring 4. Faculty-facing mini-website will be housed on the library site	Informational
10:35	**Student Resources** Updates from student committee members - Alexa	Informational
10:40	**Faculty Professional Development** 1. DE PD - Mónica, Brandon, and Liesl 2. POCR Program update - Sarah 3. Accessibility update - Liesl 4. Y.E.S./Your Equity Squad: Diversity, Equity, Inclusion, and Antiracism in Online Teaching Community of Practice update - Maritez 5. 4CD's BEOI and BEHI Course Offerings this spring: April 3-May 17, 2023. 6. Library updates - Erica Watson	Informational & discuss
11:00	**Update DE Strategic Plan (2018-2023 strategic plan)** 1. What was done last fall? 2. Next steps	Discuss
11:30	**Technology** 1. Edpuzzle - Jennifer Ounjian & Michel Arnold 2. Technology Adoption Rubric discussion at DDEC 3. Should we develop a process for Canvas LTI requests? Examples: Ventura County CCD, Pasadena City College, and Los Rios CCD. 4. Should we develop a "CCC Ed Tech Toolkit"? Example: SRJC 5. How are the OWL cameras used in hyflex classes? - Mónica, Carlos-Manuel, Michele 6. ChatGPT - Brandon	Discuss & vote
11:50	**CVC-OEI Consortium Key Messages Dec. 2022**	Informational
11:52	**Online Teaching Conference** at the Long Beach Convention Center (on-site only) June 21-23, 2023 ● Who is interested in attending? ● Seeking funding	Informational
11:55	**Appreciations** ❤️	Informational
12:00	**Adjourn** - Our next meeting is on March 10, 10am-12pm, on-campus in GE 108 with a Zoom option for the public.	n/a