**Merritt College Distance Education Meeting**

**Tuesday November 12th, 2024**

**9:00AM**

**Room: P-208**

**Click** [**HERE**](https://peralta-edu.zoom.us/j/81423774054) **to join via Zoom**

**Members**

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| **VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)** | | | |
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| **NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)** | | | |
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| **Quorum – Check Bylaws for details** | | | |

1. Call to Order
2. Roll Call
3. Approval of Minutes – 5 min.
4. Public Comment/Issues to Address
5. Best Practices for Online Peer Evaluators/Evaluation
6. ASMC Coordination and Collaboration
7. OER/ZTC Faculty-wide Survey
   1. Survey Construction and Distribution
   2. Potential Cost-Analysis Per Course w/ Student Retention
8. Discussion of AI-Teaching Assistance (Khanmigo)
   1. Advantages/Disadvantages to AI in Online Education
   2. Other Online Tools/Resources in DE Courses
9. POCR Updates/Announcements
10. Adjournment