DE Committee Meeting Minutes

###### [October, 2024]

###### [9:00am PST]

###### [Room p208 or [Zoom ID](https://peralta-edu.zoom.us/j/86107237570)]

**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)** | | | |
| X | Erik Johnson |  | Monica Landeros |
| X | Adoria Williams |  |  |
| X | Muwafaqu Al Asad |  |  |
| X | Brielle Erike |  |  |
| X | Ranjeeta Lal |  |  |
| **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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**GUESTS:**

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| **AGENDA ITEM** | DISCUSSION | FOLLOW-UP ACTION |
| 1. Call to Order | Meeting called to order at 9:10 am |  |
| 1. Adoption of Agenda |  | Erik will be reaching out to Thomas Renbarger try to see if he can get more attendance to achieve a quorum. |
| 1. Approval of Minutes | No Quorum to approve the minute. |
| 1. Public Comment |  |  |
| 1. Reminders Regarding Captioning/DECT Grant | Erik opened a conversation about captioning videos and lectures. Discussed 3C Media available for captioning. | Erik mentioned that he will reach out to Brian who is managing closed captioning |
| 1. Overview of Current State of DE at Merritt   a. Statistics Regarding Retention and Success  b. Discussion w/ ASMC Regarding Improvements | The Online enrollment and retention have increased since the pandemic and it is now twice the on-campus enrollment. | The retention, completion, Synchronous , a synchronous courses offered need further discussion. |
| 1. OER Promotion and Distribution   a. Overview of OER Grant Process  b. FLEX Workshop Planning | Ranjeeta and Erik will be coordinating for a workshop session, collecting statistical data regarding ZTC from all departments etc.… | Follow up Spring 2025 |
| 1. POCR Updates/Announcements   a. Proposed Peer Evaluation Rubric | Brielle opened the discussion about the general expectations for POCR and rubric. She also discussed budget cuts, Rubric, workshops sessions, stipend and compensation etc. | Brielle is to share CVC and Peralta rubric with Erik. |
| 1. Adjournment |  |  |