

Los Medanos College—Distance Education Committee—Agenda

Date	Time	Zoom
11/01/21	2:00 pm – 3:00 pm	https://4cd.zoom.us/my/scott4cd

Members: Scott Hubbard, Chair; Janith Norman; Penny Wilkins; Nicole Almassey (absent); Rachel Anicetti; Rikki Hall; Natalie Hannum (absent); Nicole Westbrook (absent); Sharlice Wright (absent); Veronica Turrigiano; Matt Stricker; Aprill Nogarr (absent); Catt Wood (guest)

Meeting Dates: 9/20, 10/4, 10/18, 11/1, 11/15, 12/6

#	Topic/Activity	Lead	Outcome	Time
1	<i>Call to Order</i>	S. Hubbard		1 minute
2	<i>Announcements and Public Comments</i>	S. Hubbard	I, D, A	1 minute
3	<i>Approve Minutes (10/4/21 minutes were approved, no minutes from 10/18/21 since we didn't meet quorum; Matt motioned, Janith seconded)</i>	S. Hubbard	I, D, A	1 minute
4	<i>Approve Agenda</i>	S. Hubbard	I, D, A	1 minute
5	PlayPosit Demo • Maritez Apigo, CCC's Distance Education Coordinator, will show us a new video interaction tool called PlayPosit that we have available in our District.	S. Hubbard, M. Apigo	I, D, A	15 minutes
	Minutes: • Maritez shared (recording link) that they are using it as a pilot right now at CCC. • PlayPosit allows much more interactive methods for instruction and students with videos. • Works with videos of yours, across PlayPosit users, YouTube, Vimeo, etc. • Includes things such as multiple choice, quizzes, polls, discussions, pauses, etc. • We're looking to have this go live for LMC in spring 2022.			
6	DDEC Members — LMC Representatives • DDEC updated their charge document . LMC DE needs to officially select our reps.	S. Hubbard	I, D, A	5 minutes
	Minutes: • We agreed that it's a good structure to have the DE Chair, DE Coordinator as LMC reps, as it's laid out in the DDEC charge document. • The position of Canvas Admin/Tech Trainer was decided as a perfect third rep. • Motion: LMC's representatives to DDEC is the DE Chair, DE Coordinator, and Canvas Admin/Tech Trainer. Motioned by Matt, seconded by Veronica. Approved unanimously.			
7	Districtwide Strategic Planning Share-Out • DDEC members met last Friday to plan and come up with DE strategic goals for 4CD. • We'll share and discuss what came out, and how to realize them at LMC.	S. Hubbard	I, D, A	15 Minutes
	Minutes: • Tabled for later.			
8	DE Coordinator Share-Out • Janith will let us know of any issues or topics she wants to discuss with us.	J. Norman	I, D, A	15 Minutes

	<p>Minutes:</p> <ul style="list-style-type: none"> • Janith shared that POMP is going well. • Lots of work centered around the rubric. • Spring cohort is allowed to be ten faculty. Interest is high. • Janith shared about the need for peer mentors. • Penny brought up the point that it's hard to hire online faculty for spring, since there's only a January BEOI. 			
9	<p>DE Strategic Plan Roadshow</p> <ul style="list-style-type: none"> • VP Hannum is asking us to publicize the recently passed DE Strategic Plan • We should discuss and plan how to get the message out there 	S. Hubbard	I, D, A	10 Minutes
	<p>Minutes:</p> <ul style="list-style-type: none"> • Tabled for later. 			
10	Adjournment	S. Hubbard	I, D, A	1 Minute

Outcomes: A—Action; D—Discussion; I—Information



Scott Hubbard is inviting you to a scheduled Zoom meeting.

Topic: Scott Hubbard's Personal Meeting Room

Join Zoom Meeting

<https://4cd.zoom.us/j/2049642862>

Meeting ID: 204 964 2862

One tap mobile

+16699006833,,2049642862# US (San Jose)

+12532158782,,2049642862# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 204 964 2862

Find your local number: <https://4cd.zoom.us/u/anDpaznhK>