



MINUTES

College of Alameda Distance Education Committee

Wednesday, September 21, 2022

12:30pm – 1:30pm

Location: <https://us06web.zoom.us/my/distance.education>

Please note: A quorum was not reached for this meeting so substantive business was not conducted. It was discussion only as documented below.

Members: Place X in box adjacent to name when present.

<input checked="" type="checkbox"/>	Jennifer Fowler	<input type="checkbox"/>	Brielle Erike	<input type="checkbox"/>	Khalilah Beal-Uribe
<input checked="" type="checkbox"/>	Richard Kaeser	<input type="checkbox"/>	Anthony Villegas	<input type="checkbox"/>	Robert Brem
<input type="checkbox"/>	Stefanie Ulrey	<input type="checkbox"/>		<input type="checkbox"/>	

Guests: List full name below. Place X in box adjacent to name when present.

<input checked="" type="checkbox"/>	Brandon Wu	<input type="checkbox"/>		<input type="checkbox"/>	
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AGENDA ITEM	DISCUSSION	FOLLOW UP ACTION
1. Call to order: Agenda review – (5 minutes)	A quorum was not reached for this meeting. Substantive business was not conducted. decided to table the agenda items to the October 2022 meeting.	Reach out to committee members to confirm interest in continuing to serve on the committee so a quorum can be reached.

2. District DE Updates – (10 minutes)	A quorum was not reached. Item tabled until next meeting.	
3. Action Items – (5 minutes)		
A. Nomination and Election of Committee Chair for the 22-23 Academic Year	A quorum was not reached. Item tabled until next meeting.	Bring to next meeting on 10/26/22 for approval.
4. Discussion Items – (35 Minutes)		
A. Collaborating to Create Goals for the 22-23 Academic Year	A quorum was not reached. Item tabled until next meeting.	Bring to next meeting on 10/26/22 for approval.
5. Announcements – (5 Minutes)	<ul style="list-style-type: none"> • Next Community of Practice Meeting: Wednesday 10/5/22 from 12:30pm –1:30pm: Zoom Link • Next POCR Practice: Wednesday 10/12/22 from 12:30pm –1:30pm: Zoom Link • Next DE Committee Meeting: Wednesday 10/19/22 from 12:30pm –1:30pm: Zoom Link 	
6. Adjournment		

Abbreviations:

- ❖ COA – College of Alameda
- ❖ DE – Distance Education
- ❖ CVC-OEI – California Virtual Campus – Online Education Initiative
- ❖ POCR – Peer Online Course Review
- ❖ PCCD – Peralta Community College District
- ❖ AP – Administrative Procedure
- ❖ BP – Board Policy