

**MINUTES**

College of Alameda Distance Education Committee

Wednesday, October 25, 2023

12:30p – 1:30p

Location: Zoom

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| X | Cady Carmichael |  | Khalilah Beal-Uribe |  | Robert Brem |
| X | Richard Kaeser |  | Brielle Erike |  | Stefanie Ulrey |
|  | Anthony Villegas |  | David Leitner |  |  |

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Brandon Wu |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION** | **FOLLOW UP ACTION** |
| 1. **Call to order:** **Approval of Agenda –** (5 minutes)
 |  | No quorum |
| 1. **Minutes from Previous Meeting –** (5 minutes)
 |  | No quorum |
| 1. **District DE Updates –** (5 minutes)
 | No updates |  |
| 1. **Action Items –** (5 minutes)
2. **Approval of Minutes from 4/19/23**
3. **Nomination and Election of Committee Chair**
 |  | No quorum |
| 1. **Discussion Items –** (35 minutes)
2. **Committee Members Update**
3. **Committee Goals for 2023/2024**
4. **Observations of and Response to AI plagiarism Patterns (R. Brem)**
 | Items will be pushed to next meeting. |  |
| 1. **Announcements –** (5 minutes)
 |  |  |
| 1. **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