

Merritt College DE Committee

Meeting Minutes

[March 18, 2026]

[9:00am-10:30am]

[Room S-106]

MEMBERS:

VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
X	Erik Johnson, Chair	X	Brielle Erike
X	Adoria R. Williams		Jayi Thompson
X	Arja McCray	X	Lissette Dominquez
	Monica Landeros		
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			

GUESTS:

AGENDA ITEM	DISCUSSION	ACTION
I. Call to Order	Meeting called to order 9:07 am The meeting began without quorum.	
II. Adoption of Minutes	Approval of February 11, 2026 minutes - Postponed	Follow-up: Carry forward to the next meeting.
Approval of Agenda	Approval of agenda - No quorum for approval.	
III. Public comment	None	
IV. Appoint Representatives (MCAS, DAS and OLSS)	Erik requested regular committee representation at the district OLSS meetings. Adoria and Brielle said that they can attend remotely on a regular basis. Adoria confirmed that she sits on the MCAS and DAS. She already reports out to both. The committee agreed to reflect that role in the minutes. The committee also discussed POCR funding and the districtwide proposal for one POCR team with representatives across the colleges. Adoria reported that the matter had recently come up at DAS and appears to be moving forward.	Follow-up: Erik will email additional details and questions for follow-up.
V. Online Teaching Preparation / Training Access	Erik proposed a shared platform to consolidate RSI guidance and online teaching resources. Brielle and Adoria pointed to the existing district Peralta faculty resource shell and noted that the issue is visibility and access, not the absence of resources. Ideas discussed included semester reminders, website links, and Flex Day visibility.	Follow-up: Erik will review the existing resource shell and focus on ways to improve visibility rather than duplicate resources.

VI. OLSS Update: Google Suite AI Pilot	Erik shared an OLSS update on BCC's pilot of Google Suite AI tools. The tools may support content creation, faculty assistance, RSI review, accessibility checks, and captioning support, but were described as supplements to faculty work, not replacements. Erik noted that the tools should not access personal student or employee data. Adoria shared positive experiences using AI course assistants in her own teaching and said Merritt should explore participation. The committee favored interest in a Merritt pilot, ideally beginning with a smaller group of faculty testers.	Follow-up: Erik will contact Laurie Allen-Requa and Mary Clark Miller for more information and to express Merritt's interest in a similar pilot.
VII. Title II Accessibility Compliance	The committee discussed the approaching Title II accessibility deadline and agreed that full compliance will take time. Members emphasized the need to show meaningful progress and a clear plan. Discussion included using CDCPD and department chairs for reminders, sending regular accessibility emails, offering Flex workshops, and learning from other DE coordinators. Members also noted limits on reviewing courses without faculty consent and the lack of compensation or incentives for accessibility work.	Follow-up: Erik will draft next-step ideas, consult other DE coordinators, and continue discussions about realistic compliance planning and support
VIII. Announcements	Adoria shared that she would be attending an AI & Academia Conference March 19-21 and the Online Teaching Conference on June. Erik asked for a report back at a future meeting. Members briefly discussed conference travel and professional development support.	Follow-up: Adoria will share conference updates at a future meeting.
IX. Adjournment	Meeting adjourned at 10:27 am. Next meeting set for Wed., April 8, 2026	