

Merritt College DE Committee

Meeting Minutes

[April 15, 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	X	Jayi Thompson
	Arja McCray		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 9:14 am The meeting began without quorum.	
II. Adoption of Minutes	Approval of February 11, 2026 & March 18, 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. Accessibility/ADA Title II	Assuring Accessibility Compliance a. Timeline: Erik: Suggests a random sample of courses around a number of disciplines to audit by the start of the summer to review their Title II compliance. Adoria: Suggests option of starting with all the courses in the different pathways already listed in the OER ZTC grants. Brielle: If we are looking for a realistic report, we should consider surveys, to avoid teachers' potential negative reaction to an "open your course for review" request. Adoria: A large number of teachers are unlikely to complete and/or be completely honest on surveys, which Brielle agrees. Erik: The issue is: how do we know, reach out, and contact those teachers that are not compliant? Perhaps the department chairs? Adoria: Department chairs do not know what their faculties online shells look like. Suggests us promoting Ed1 classes. Jayi: When approaching teachers to ensure their courses are compliant, start from the "Here's how you can make your class	Follow-up: Erik: Will reach out to Jennifer to contact Dept. Chairs to gather sample classes for an audit. Hopefully with have some volunteers by the start of the summer. Will investigate the contract to see if language exists that requires teachers to update their online teaching knowledge. We will promote additional resources, trainings, requirements now. Will look for data that suggests Title II compliant

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	better for students and easier/less time consuming for you to teach.” Erik: We’ll phrase it from a constructive point of view as this benefits students. It could be helpful to get more data on what student success & retention rates look like once a course is compliant with Title II.	courses have higher student success and retention rates. Talk with Jennifer to see how we can get Accessing Accessibility added to the course evaluation process.
V. Online Teaching Preparation / Training Access	March Conference Recap: Adoria: PlayLab was great. Brielle: Merritt will be doing a Faculty Flex Workshop on Playlab in August. Potentially a Playlab Chatbot. Faculty Flex Day: Adoria: AI should be a norm for every Flex Day. Will talk about it at Pro. Dev meeting tomorrow.	Follow-up: Brielle & Adoria will look for slide decks from Conference presentations to pull more of that material into faculty resource shell. Brielle will follow up with Theresa to see if there are other Faculty Flex openings to highlight Canvas Shells, etc. Brielle: Will follow up with Erik to provide an additional Faculty Resource Canvas shell so that all is included in one place.

VI. POCR Funding/Support & Resources Support Update 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	