

## Online Education Initiative Steering Committee Meeting

Friday February 6, 2015

Zoom

**Attendees:** Amy Carbonaro, Armita Porter, Barbara Illowsky, Barry Gribbons, Caryn Albrecht, Clinton Slaughter, Cynthia Alexander, Dave Stephens, Debbie Sheldon, Fabiola Torres, Gary Bird, George Lorenzo, Gregory Beyrer, Jasmine Rice, Jayme Johnson, Jerred Scheive, Joe Perret, John Freitas, John Ittelson, John Makevich, John Sills, Kelly Fowler, Lisa Beach, Lori Adrian, Marie Boyd, Meredith Randall, Michelle Pilati, Morris Rodrigue, Pat James, Ray Sanchez, Steve Klein, Terry Gleason, and Tom Bilbruck.

### **Opening and Introductions:**

Fabiola called the meeting to order at 9:35am. John Freitas took roll of the voting members and determined that there was a quorum.

Three new members have been added to the OEI Steering Committee: Chris Gold from El Camino College, Lisa Beach from Santa Rosa Junior College, and Donna Hodge from Cuyamaca College.

John Sills reviewed the Zoom technology and how to record votes. Pat James thanked members for being willing to have the meeting virtually to make it easier on those who have spent many hours in demonstrations and meetings for the RFP and Vendor Selection process this week.

### **Minutes:**

There were no changes to the minutes for December 5, 2014. A motion to approve the minutes was made by Jerred Scheive and seconded by Cynthia Alexander, and the minutes were approved unanimously.

### **CCMS Selection Process and Recommendation:**

The Steering Committee received a report on the CCMS selection process and the recommendation of the CCMS Vendor Selection Committee.

### **Action:**

Greg Beyrer moved to accept the recommendation of the CCMS Vendor Selection Committee. Armita Porter seconded the motion. The committee voted unanimously to recommend the selected vendor to the Butte-Glenn Board of Trustees.

### **Executive Director Update:**

Pat noted that there is a lot going on and that the management team will post their reports in Basecamp so that the committee can review them. There will be a Professional Development Summit February 21-22, the deployment of the Tutoring and Readiness pilots is underway, as well as a number of other items. Please read those updates on Basecamp.

Pat thanked the committee for their historical actions today in doing work that will mean a lot to students going forward far into the future. The work that was done by everyone on the selection committee in stepping out of their comfort zones and coming together in advocating for the best needs of the system was wonderful and amazing to see. The overwhelming and near unanimous support from the selection committee, as well as the non-voting student and management team members through this long process was astounding. Everything was covered thoroughly and effectively.

Pat and John Makevich extended tremendous thanks to both John Sills and Amy Carbonaro for their intensive work in setting up meetings, locations and arrangements.

**Meeting Calendar Update:**

John Makevich explained that there will be a more extensive discussion of the meeting calendar at the March meeting with final decisions being made by the Steering Committee. The management team and the chairs are looking at revising meeting frequency as well as meeting types as the Steering Committee moves forward. The goal is to try to coordinate with other meeting and conference calendars especially as the Academic Senate goes into a heavier time period of meetings and activities. There will be an in person meeting in March and that is when the committee will decide what to do with meetings going forward. Since Amy needs to have lead time to make meeting arrangements, and there are no major benchmarks or action items coming up in April, the committee will plan to have a Zoom meeting in April.

**Announcements:**

The Online Education Committee of the Academic Senate will be hosting events on March 20<sup>th</sup> at the College of San Mateo and March 21<sup>st</sup> at Mt San Antonio. Further information about those events has been emailed to everyone on the Steering Committee and is also on the Academic Senate website. Pat noted that the management team is available to do presentations at those events.

**Next Meeting:**

The next meeting will be an in person meeting in March. Please respond to the RSVP request.

**Adjournment:**

The meeting was adjourned at 11:17 am.