



COMMITTEE MEMBERS

Present: Kelly Adams, Sarah Bosler (Co-chair), Aleli Clark, Katherine Culliver-Carter, Veronika Delveax, Darren Hall (guest), Kathy Harker, and Danielle Policarpio (ASCC)

Not Present: Lee Marie Bagtas, Elizabeth Cook (Co-chair), Rina Gonzalez, David Lewis, Gil Marquez, Kevin Pao, Nicholas Paulson, Areej Qasqas, Peter Rodriguez, and Stephanie Yee

MINUTES

Discussion

- Identifying more ZTC-ready pathways: Discussion of degrees/certificates that are close to fully ZTC but missing one or two courses, with specific attention to CTE pathways. Once a comprehensive list of ZTC courses and faculty combos is available; the committee is seeking assistance identifying more pathways that are already ZTC or close.
- Statewide ZTC student survey results: Early data suggests students largely don't know ZTC/low-cost sections exist unless they see the marking on the public schedule. Results at the end of the month.
- Draft faculty survey review: Reviewed full draft survey section by section.
- Canvas course-shell/template idea: Continued interest in building OER-integrated Canvas shells with the instructional designer (Tom).
- XB12 marking training: Training of division admin secretaries is underway (in progress during this meeting), with a new goal of having all ZTC/low-cost sections accurately marked before November 2nd registration begins.

Committee Business

- The new faculty application for proposing a course for ZTC conversion is open to all faculty and due by the 30th.
- The ZTC Degree Grant Pathway final grant report is due in December, compiling data on everything impacted by ZTC grant funds.

Action Items

- Continue compiling the master list of every course offered in the last 1–2 years to identify near-complete ZTC degrees/certificates, including a closer look at CTE programs. Kelly is working on this.
- Revise the faculty survey draft: reorder sections, clarify "required materials" wording, remove the inapplicable "first-day digital materials" question, rework the OER-vs-ZTC question, combine overlapping training-interest questions, and cut open-ended questions.
- Turn the revised survey into a form and send it to the full committee for feedback.

- Send a survey draft to the committee before the November 13 meeting, with the goal of finalizing and distributing it before the end of the term to help plan a Flex Day session and a possible spring workshop series.

Future 2026-27 Meeting Dates

Fall: Nov. 13 and Spring: Mar. 12, Apr. 9 and May 13