DISTANCE LEARNING AND TECHNOLOGY COMMITTEE
APPROVED MINUTES

March 14, 2001

MEMBERS PRESENT:
Kathryn Campbell, Delta College
Maithreyi Manoharan, CSU Stanislaus
Norm Wagner, CSU Stanislaus
Larry Steuben, Columbia College
Susan Walsh, Merced College
Bill Woodward, Modesto Junior College
Paula King, UC Merced
Marcella Rodgers-Vieira, Executive Director

Minutes
Minutes for the January 17, 2001 meeting were approved as read.
Minutes for the February 15, 2001 Digital Cable Grant Coordinators Special Meeting were approved as read.

Digital Cable Television Planning Grant
The committee reviewed the agreements between CSU Stanislaus and the community colleges and county offices of education. Only Merced College has not returned this agreement to Dave Blankinship’s office at CSU Stanislaus.

The concept of communities working together to negotiate with cable providers was discussed by the committee. This idea, called joint public authority (JPA) was suggested by city authorities from Merced during Walsh’s March 12 meeting at Atwater City Hall. It was reported that this concept has worked well in other parts of the country.

Wagner proceeded to go over the four checklist items for February/March:

1. Obtaining Franchise Agreements:
   For Merced and Mariposa Counties—Walsh submitted a grid for the following communities: Atwater, Dos Palos, Gustine, Livingston, Los Banos, Merced, Merced County, and Maricopa County. Walsh indicated she will fill in additional information into the grid.

   Walsh also provided Wagner with copies of the franchise agreements for:
   • The unincorporated areas of Merced County near the cities of Los Banos and Gustine
• The unincorporated areas of Merced County near the towns of Hilmar and Irwin
• The unincorporated territory near the cities of Merced and Livingston, the City of Los Banos, the City of Gustine, the City of Merced (a resolution approving the change from UACC Midwest to AT&T and an ordinance dealing with UACC Midwest) and the City of Atwater (a resolution approving the change from UACC Midwest to AT&T).

Mariposa County has no incorporated areas and no cable.
It was noted that Merced COE has a studio and can reach the schools via Choice TV.

For Tuolumne and Calaveras Counties— Steuben reported that he has copies of the agreements from Tuolumne (probably including Sonora) and Calavaras Counties, and he has appointments to discuss obtaining copies of the agreements for Pine Mountain Lake and Groveland.

For Stanislaus County— Woodard has the agreements for Modesto (which is negotiating now) and Oakdale. He will obtain the agreements for Patterson (which has just extended their contract to 2002), Riverbank, and Ceres. Steuben will send a copy of the grid to Wagner.

For San Joaquin County— Campbell has agreements for all of the communities in her area, except Jackson and Lodi. Steuben is going to Lodi next week and will pick up a copy and forward to her. Campbell has been attending meetings related to the Tracy franchise, which is being negotiated now.

2. Answers to the five questions posed on the checklist
   • Walsh will answer questions and fax to Wagner.
   • Steuben will obtain answers to questions and send to Wagner.
   • Campbell has answered all but number 4.
   • Woodard will answer questions for all agreements in Stanislaus, except Turlock.

3. Contact cable companies to inquire about channel increases
   Wagner indicated that he will draft a memo that everyone can submit to his/her community college or county office of education. These agencies can, in turn, revise the memo to send to their city governments to request channels when more channels become available as a result of digitalization. Re-openers and interconnects should also be requested.

4. Interview leaders at each college to determine programming preferences
   • Walsh has completed this step.
   • Steuben has completed Columbia College and the two county offices.
   • Woodard has completed MJC and will obtain information for the county office.
   • Campbell has input from Delta, and is going to contact the county office.

Second Federal Report
Wagner reported that he will need to file a report with the Department of Commerce regarding the grant progress, and requested that all coordinators fax copies of their activity logs for the period of January through March no later than April 4. Progress will
also need to be documented, so coordinators are asked to send Wagner a brief summary of accomplishment.

**Online Certificate/Degree Program:**
This item was tabled until such time as Gauvreau is available to present his agenda item.

**Community College Technology II Strategic Plan:**
This item was tabled until such time as Cuchna is available to present his agenda item.

**Community College Leadership Certificate**
Rodgers-Vieira reported the new CSU Stanislaus certificate was currently moving forward through the program and course approval process at the CSUS campus.

**Draft 2001/2002 Committee Goals**
Rodgers-Vieira reminded committee members of the annual HECCC goals development process. Input from the committee members was requested. The committee did not have changes or additional recommendations.

**Proposed 2001/2002 Meeting Calendar:**
Rodgers-Vieira reported that the HECCC office is currently in the process of creating a committee meeting calendar for 2001/2002. Following a brief discussion, it was decided that this committee would continue to meet on Wednesdays, from 1:00 to 3:00 p.m. The meeting location will rotate among the HECCC institutions.

**Merced Campus Technology Tour:**
A tour of the Merced campus was postponed.

Respectfully Submitted,

Marcella Rodgers-Vieira and Norm Wagner