CSM Distance Education Advisory Committee

Agenda

Tuesday, September 3, 2019, 12:00 p.m. to 1:00 p.m., Center for Academic Excellence (18-206)

Committee Membership:
(Student Representative), Sue Hwang An, Brian Besnyi, Diana Bennett, Tarana Chapple, Kamran Eftekhari, Lena Feinman, Paul Hankamp, Judy Lariviere, Teresa Morris, Michelle Mullane, Carol Newkirk-Sakaguchi, Erica Reynolds, Jasmine Robinson, Elnora Tayag, Jing Wu

Optional Guests:
Yoseph Demissie, Fauzi Hamadeh, Mike Holtzclaw, Annette Perot, Chris Smith (ITS)

Co-Chairs:
Paul Hankamp and Erica Reynolds

Note-Takers:
Paul Hankamp and Erica Reynolds

Agenda:

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<tr>
<th>Agenda Item</th>
<th>Description</th>
<th>Time</th>
<th>Motion</th>
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<tbody>
<tr>
<td>1.</td>
<td>Review and Approve Agenda</td>
<td>2 minutes</td>
<td>Action</td>
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<td>2.</td>
<td>Introductions and Confirm Committee Membership</td>
<td>10 minutes</td>
<td>Action</td>
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<td>3.</td>
<td>Review and Approve [CSM DEAC Committee Goals]</td>
<td>10 minutes</td>
<td>Action</td>
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<td>4.</td>
<td>Approve and Distribute [CVC Finish Faster] Cards</td>
<td>2 minutes</td>
<td>Action</td>
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<td>4.</td>
<td>Share-out from Committee Members</td>
<td>15 minutes</td>
<td>Action</td>
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<td></td>
<td>● District DEAC Updates</td>
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<td>● Report from each Division Representative(s)</td>
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<td>● Report from Student Representative</td>
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5. **Fall 2019 Resource Requests**
   - Accessibility Specialist and Resources
     - Data from the Accessibility Cohort
     - Guiding prompt for how this position will help your department’s course outcomes
   - Online Proctoring

6. **Agenda Items for Next Meeting**
   - Topics for Spring Flex Days
   - Quality Online Teaching and Learning
   - Faculty Handbook for Online and Hybrid Instruction
   - CSM DEAC Objectives for 2019-2020

7. **Date of the Next Meeting**
   - Tuesday, October 1, 12:00 - 1:00 PM
   - One-Time Location Change: 10-468