

CSM Distance Education Advisory Committee

Agenda

Tuesday, May 5, 2020, 1:00 pm to 2:15 pm,

Committee Membership:

Gabriella Van Eijk (Student Representative), Sue Hwang An, Brian Besnyi, Diana Bennett, Tarana Chapple, Kamran Eftekhari, Lena Feinman, Paul Hankamp, Judy Lariviere, Joe Mangan, Teresa Morris, Michelle Mullane, Carol Newkirk-Sakaguchi, Victor Quintanilla, Erica Reynolds, Liz Schuler, Elnora Tayag, Jing Wu

Optional Guests:

Bryan Besnyi, Yoseph Demissie, Fauzi Hamadeh, Mike Holtzclaw, Annette Perot, Chris Smith (ITS), Theresa Martin, Arielle Smith (CSM Academic Senate President)

Temporary Co-Chairs:

Lale Yurtseven and TBD

Note Taker:

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Agenda:

Agenda Item	Description	Time	Motion
1.	Review and Approve Agenda	2 minutes	Action
2.	Review and Approve Meeting Summary from March	2 minutes	Action
3.	Share-out from Committee Members <ul style="list-style-type: none">District DEAC UpdatesReport from each Division repReport from Student Representative	15 minutes	Discussion
4.	Draft Policy on Regular and Substantive Contact <ul style="list-style-type: none">Continue discussion on how to define contact and how often it should occur	45	Discussion

	<ul style="list-style-type: none"> • Regular and Substantive Contact Policy Comparison Table 		
5.	<p>Agenda Items for Next Meeting</p> <ul style="list-style-type: none"> • Final Policy on Reg. and Subs. Contact • Professional Development training schedule • Proctorio • Privacy with sharing recordings • DE Waiver for CSM 	2 minutes	Discussion
6.	Additional items/Questions	7 minutes	Discussion
7.	<p>Date of Next Meeting</p> <ul style="list-style-type: none"> • Next Semester? 	1 minute	Information