

CSM Distance Education Advisory Committee

Agenda

Wednesday, October 7, 2020, 12:00 p.m. to 1:00 p.m., [Zoom Meeting](#) Usual Location: Center for Academic Excellence (18-206)

Committee Membership:

Ron Andrade, Elizabeth Schuler, Diana Bennett, Teresa Morris, Carol Newkirk-Sakaguchi, Elnora Tayag, Tarana Chapple, Robbie Baden, Paul Hankamp, Lena Feinman, Chris Smith, Annie Theodos, Arielle Smith, Fauzi, Hamadeh, Sue Hwang An, Lia Thomas, Bryan Besnyi, Judy Lariviere, Michelle Mullane, Jing Wu, Andrianna Pellini (student rep)

Optional Guests:

Co-Chairs: Marisol Quevedo & Tabia Lee

Note-Takers: Marisol Quevedo & Tabia Lee

Agenda:

Agenda Item	Description	Time	Motion
1.	Review and Approve Agenda	3 minutes	Action
2.	Share-out from Committee Members <ul style="list-style-type: none">● District DEAC Updates● Report from each Division Representative(s)● Report from Student Representative	15 minutes	Action
3.	Topics for Spring Flex Day	10 minutes	Information

4.	Updates about QOTL Training	5 minutes	Information
5.	Discuss CSM Regular and Substantive Policy Checklist and CSM Course Review Self-Checklist	5 minutes	Information
6.	Discuss Updated USDE Guidance for Distance Education and Innovation	5 minutes	Information
7.	Form Policy Working Group to Update Regular and Substantive Policy. Complete Doodle Poll	5 minutes	Action
8.	Discuss Feedback from recent DE trainings (e.g., Regular and Substantive and QOTL)	5 minutes	Information
9.	Form DE Training Listening Group to Review Feedback and Provide Recommendations for Future DE training Needs Complete Doodle Poll	5 minutes	Action
10.	Agenda Items for Next Meeting <ul style="list-style-type: none"> ● Review and Approve Updates to Regular and Substantive Policy from Policy Working Group ● Review report from DE Training Listening Group 	1 minute	Action
11.	Date of the Next Meeting <ul style="list-style-type: none"> ● Wednesday, November 4, 12:00 – 1:00 PM ● Please complete the ID Needs Assessment Survey 	1 minute	Information