

## CSM Distance Education Advisory Committee Agenda

Wednesday, March 2, 2022, 12:00 p.m. to 1:00 p.m.,  
Zoom Meeting Link: <https://smccd.zoom.us/j/88535258713>

### Committee Membership:

Robbie Baden, Diana Bennett, Tarana Chapple, Donna Eyestone, Lena Feinman, Paul Hankamp, Nicole Hong (Student Representative), Jennifer Howze-Owens, Judy Lariviere, Joe Mangan, Michelle Mullane, Madeleine Murphy, Hellen Pacheco, Liz Schuler, Carol Newkirk-Sakaguchi, Erica Reynolds, Mikel Schmidt, Chris Smith (ITS), Lia Thomas, Lilya Vorobey, Christopher Walker

### Optional Attendees:

Bryan Besnyi, Yoseph Demissie, Julieth Diaz-Benitez, Fauzi Hamadeh, Soe Hlaing, Mike Holtzclaw, Teresa Morris, Annette Perot, Marisol Quevedo, Victor Quintanilla, Arielle Smith, Elnora Tayag

### Tri-Chairs:

Donna Eyestone, Jennifer Howze-Owens, Erica Reynolds

### Note-Takers:

TBD

### Agenda:

Agenda Item	Description	Time	Person Responsible	Motion
1.	Resolution: Brown Act, Ongoing proclaimed state of emergency relating to the novel coronavirus causing the disease known as COVID-19.	3 minutes	Erica	Action
2.	Review and Approve Agenda	1 minutes	Erica	Action
3.	Review and Approve Meeting Summary	1 minutes	Erica	Action
4.	Member Updates <ul style="list-style-type: none"><li>● District DEAC</li><li>● CSM DE Team</li><li>● Report from each Division rep</li><li>● Report from Student Representative</li></ul>	15 mins	Erica	Discussion

5.	DE Plan 2021-2023 - Approval	5 minutes	Erica	Action
6.	DE Faculty Handbook - Update/Audience	5 minutes	Donna	Information
7.	Peer Online Course Review Process <ul style="list-style-type: none"> <li>Academic Senate Resolution to allow non-instructional POCR POCR team members</li> <li>Request for participation</li> </ul>	10 minutes	Donna	Information Action
8.	Proctorio Listening Tour - Updates	5 minutes	Jennifer	Discussion
9.	DTL Modalities Guidance	10 minutes	Jennifer	Information
10	April Flex Day DE Sessions	3 minutes	Erica/Jennifer	Information
11.	<b>Agenda Items for Next/Future Meeting</b> <ul style="list-style-type: none"> <li>DE Faculty Handbook</li> <li>OER/ZTC Role/Workgroup</li> </ul>	1 minutes	Donna	Discussion
11.	<b>Date of the Next Meeting</b> <ul style="list-style-type: none"> <li>Wednesday, April 6, 2022</li> <li>Zoom: <a href="https://smccd.zoom.us/j/88535258713">https://smccd.zoom.us/j/88535258713</a></li> </ul>	1 minute	Donna	Information