

## CSM Distance Education Advisory Committee Agenda

Wednesday, April 6, 2021, 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:

Erica Reynolds, Jennifer Howze-Owens, Donna Eyestone

### 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 from February	1 minutes	Erica	Action
4.	Member Updates <ul style="list-style-type: none"><li>● District DEAC</li><li>● CSM DE Team</li></ul>	15 mins	Erica	Discussion

	<ul style="list-style-type: none"> <li>● Report from each Division rep</li> <li>● Report from Student Representative</li> </ul>			
5.	OER/ZTC Recommendations	5 minutes	Erica	Action
6.	2022-2023 DE Faculty Handbook <ul style="list-style-type: none"> <li>● (Breakout Rooms)</li> </ul>	20 minutes	Donna	Action
7.	Proctorio Listening Tour - Update	3 minutes	Jennifer	Information
8.	HyFlex Training - Update	3 minutes	Jennifer/Erica	Information
9.	2021-2023 DE Plan <ul style="list-style-type: none"> <li>● Year-End Update/RSI amendment</li> <li>● Volunteers for Workgroups</li> </ul>	5 minutes	Erica	Action
10.	<b>Agenda Items for Next/Future Meeting</b> <ul style="list-style-type: none"> <li>● DE Faculty Handbook approval</li> <li>● CVC-OEI Updates</li> <li>● Additional Resources for Guidance on Teaching (Spring 2022)</li> </ul>	1 minutes	Donna	Discussion
11.	<b>Date of the Next Meeting</b> <ul style="list-style-type: none"> <li>● Wednesday, May 4, 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