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:

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Description</th>
<th>Time</th>
<th>Person Responsible</th>
<th>Motion</th>
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<tbody>
<tr>
<td>1.</td>
<td>Resolution: Brown Act, Ongoing proclaimed state of emergency relating to the novel coronavirus causing the disease known as COVID-19.</td>
<td>3 minutes</td>
<td>Erica</td>
<td>Action</td>
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<td>2.</td>
<td>Review and Approve Agenda</td>
<td>1 minutes</td>
<td>Erica</td>
<td>Action</td>
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<td>3.</td>
<td>Review and Approve Meeting Summary from February</td>
<td>1 minutes</td>
<td>Erica</td>
<td>Action</td>
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| 4.          | Member Updates  
  ● District DEAC  
  ● CSM DE Team | 15 mins | Erica | Discussion |
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<td>5.</td>
<td>OER/ZTC Recommendations</td>
<td>5 minutes</td>
<td>Erica</td>
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| 6. | 2022-2023 DE Faculty Handbook  
   ● (Breakout Rooms) | 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  
   ● Year-End Update/RSI amendment  
   ● Volunteers for Workgroups | 5 minutes | Erica | Action |
| 10. | **Agenda Items for Next/Future Meeting**  
   ● DE Faculty Handbook approval  
   ● CVC-OEI Updates  
   ● Additional Resources for Guidance on Teaching (Spring 2022) | 1 minutes | Donna | Discussion |
| 11. | **Date of the Next Meeting**  
   ● Wednesday, May 4, 2022  
   ● Zoom: [https://smccd.zoom.us/j/88535258713](https://smccd.zoom.us/j/88535258713) | 1 minute | Donna | Information |