CSM Distance Education Advisory Committee
Agenda

Wednesday, December 7, 2022, 12:00 p.m. to 1:00 p.m.,
Zoom Meeting Link: https://smccd.zoom.us/j/87053945769

Committee Membership:
Diana Bennett, Geri Bodeker, Tarana Chapple, Donna Eyestone, Lena Feinman, Paul Hankamp, Jennifer Howze-Owens, Susan Khan, Joe Mangan, Michelle Mullane, Madeleine Murphy, Hellen Pacheco, Carol Newkirk-Sakaguchi, Erica Reynolds, Mikel Schmidt, Chris Smith (ITS), Alex Stonehewer-Bird, Lilya Vorobey, Christopher Walker, Jing Wu

Optional Attendees:
Bryan Besnyi, Yoseph Demissie, Julieth Diaz-Benitez, Fauzi Hamadeh, Soe Hlaing, Teresa Morris, Annette Perot, Marisol Quevedo, Victor Quintanilla, Arielle Smith, Elnora Tayag, Jeramy Wallace

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>
</tr>
</thead>
<tbody>
<tr>
<td>2. Review and Approve Agenda</td>
<td></td>
<td>1 minutes</td>
<td>Erica</td>
<td>Action</td>
</tr>
<tr>
<td>3. Review and Approve Meeting Summary</td>
<td></td>
<td>1 minutes</td>
<td>Erica</td>
<td>Action</td>
</tr>
<tr>
<td>Agenda Item</td>
<td>Description</td>
<td>Time</td>
<td>Person Responsible</td>
<td>Motion</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------</td>
<td>------</td>
<td>--------------------</td>
<td>--------</td>
</tr>
</tbody>
</table>
| 4.          | CVC-OEI Updates  
  ● POCR  
  ● Home College | 2 minutes | Donna | Information |
| 5.          | Title V Updates | 8 minutes | Donna | Information |
| 6.          | CSM DE Recency Policy and Process  
  ● Timeline (Budget & Messaging) | 3 minutes | Jennifer | Information |
| 7.          | QOTL 2 Spring 2023 Sessions  
  ● Session 1 - 2/13-3/24  
  ● Session 2 - 4/3-5/14 | 3 minutes | Jennifer | Information |
| 8.          | Upgraded Classroom Support and Training  
  ● ITS training available 1/17-27 | 2 minutes | Jennifer | Information |
| 9.          | Committee Updates  
  ● Identify Spring Presentations | 3 mins | Erica | Information |
| 10.         | Resource Sharing  
  ● Adding HTML code/separators (Diana Bennett) | 5 mins | Diana Bennett | Discussion |
| 11.         | Agenda Items for Next/Future Meeting  
  ● Resource Sharing - Panopto (Chris Smith)  
  ● DE Plan 2024-2027 (Draft) | 1 minute | Erica | Discussion |
| 12.         | Date of the Next Meeting  
  ● Wednesday, February 1, 2023  
  ● CSM DEAC Zoom Link 2022-2023 | 1 minute | Erica | Information |