

## CSM Distance Education Advisory Committee Agenda

Wednesday, September 6, 2023, 12:00 p.m. to 1:00 p.m.  
Zoom Meeting Link: <https://smccd.zoom.us/j/84235446283>

### Committee Membership:

Diana Bennett, Tarana Chapple, Donna Eyestone, Lena Feinman, Paul Hankamp, Jennifer Howze-Owens, Susan Khan, Michelle Mullane, Madeleine Murphy, Hellen Pacheco, Carol Newkirk-Sakaguchi, Erica Reynolds, Mikel Schmidt, Chris Smith (ITS), Lia Thomas, Student Representative, Lilya Vorobey, Jeremy Wallace, Laura Woltag

### Optional Attendees:

Yoseph Demissie, Julieth Diaz-Benitez, Fauzi Hamadeh, Annette Perot, Marisol Quevedo, Todd Windisch, Elnora Tayag

### Tri-Chairs:

Erica Reynolds, Jennifer Howze-Owens, Donna Eyestone

### Note-Takers:

Erica Reynolds, Jennifer Howze-Owens, Donna Eyestone

### Agenda:

Agenda Item	Description	Time	Person Responsible	Motion
1.	Introductions	15 minutes	Donna	Discussion
2.	Review and Approve Agenda	1 minutes	Erica	Action
3.	Review and Approve Meeting Summary	1 minutes	Erica	Action
4.	ACCJC Midterm Report <ul style="list-style-type: none"><li>• Update</li></ul>	2 minutes	Erica	Information/ Discussion
5.	@One/CVC Update	5 minutes	Donna	Information
6.	QOTL 2 Fall 2023 and Spring 2024 QOTL 1 Spring 2024 and Summer 2024 Microcourses	3 minutes	Jennifer	Information

Agenda Item	Description	Time	Person Responsible	Motion
7.	Committee Updates	15 minutes	Jennifer	Discussion
8.	RSI Practices Sharing <ul style="list-style-type: none"> <li>● Call for monthly presenters</li> </ul>	5 minutes	Donna	Discussion
9.	<b>Agenda Items for Next/Future Meetings</b> <ul style="list-style-type: none"> <li>● Planning for 2023-2024               <ul style="list-style-type: none"> <li>○ AS Bylaws Update</li> <li>○ PD Brainstorm/ DE Training &amp; Recency Policy</li> <li>○ QOTL 1 Redesign</li> <li>○ DE Plan 2024-2027</li> <li>○ DE Faculty Handbook</li> </ul> </li> </ul>	5 minute	Erica	Discussion
10.	<b>Date of the Next Meeting</b> <ul style="list-style-type: none"> <li>● Wednesday, October 4, 2023</li> <li>● Zoom Link TBD</li> </ul>	1 minute	Erica	Information