

## CSM Distance Education Advisory Committee Agenda

Wednesday, October 4, 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.	Review and Approve Agenda	1 minutes	Erica	Action
2.	Review and Approve Meeting Summary	1 minutes	Erica	Action
3	@One/CVC Update	2 minutes	Donna	Information
4.	Resource Request DE Modalities Share Out	15 minutes	Erica	Discussion
5.	Faculty Handbook for Online Instruction	20 minutes	Donna	Action
6.	Committee Updates	10 minutes	Jennifer	Discussion

Agenda Item	Description	Time	Person Responsible	Motion
7.	Resource Sharing <ul style="list-style-type: none"> <li>● Hellen Pacheco</li> </ul>	5 minutes	Hellen	Discussion
8.	<b>Agenda Items for Next/Future Meeting</b> <ul style="list-style-type: none"> <li>● Planning for 2023-2024               <ul style="list-style-type: none"> <li>○ DE Addendum</li> <li>○ DE Plan 2024-2027</li> </ul> </li> </ul>	2 minute	Erica	Discussion
9.	<b>Date of the Next Meeting</b> <ul style="list-style-type: none"> <li>● Wednesday, November 1, 2023</li> <li>● <a href="#">Zoom Link</a></li> </ul>	1 minute	Erica	Information