

CSM Distance Education Advisory Committee Agenda

Wednesday, November 1, 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, Jennifer Van Sijll, Lilya Vorobey, Jeramy Wallace, Doug Williams, 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	CVC Update	2 minutes	Donna	Information
4.	Academic Senate ByLaws Update	3 minutes	Erica	Information
5.	<ul style="list-style-type: none">● Approve Online Faculty Handbook 2023-2024● Promoting Online Faculty Handbook	10 minutes	Donna	Action/Discussion
6.	DE Plan 2024-2027 Update	3 minutes	Erica	Information

Agenda Item	Description	Time	Person Responsible	Motion
7.	Committee Updates / Spring PD Updates	15 minutes	Jennifer	Discussion
8.	Resource Sharing <ul style="list-style-type: none"> ● Susan Khan 	5 minutes	Susan Khan	Discussion
9.	Continued Discussion on DE Modalities and Emerging Technologies	10 minutes	Jennifer	Discussion
10.	Agenda Items for Next/Future Meeting <ul style="list-style-type: none"> ● Planning for 2023-2024 <ul style="list-style-type: none"> ○ DE Addendum ○ DE Plan 2024-2027 ○ DE ByLaws 	5 minute	Erica	Discussion
11.	Date of the Next Meeting <ul style="list-style-type: none"> ● Wednesday, December 6, 2023 ● Zoom Link 	1 minute	Erica	Information