

# CSM Distance Education Advisory Committee Agenda

Wednesday, March 6, 2024, 12:00 p.m. to 1:00 p.m.  
Zoom Meeting Link: <https://smccd.zoom.us/j/84235446283>

## Committee Membership:

Anya Ashouri, Diana Bennett, Tarana Chapple, Donna Eyestone, Lena Feinman, Atheena Haniff Martinez, 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, Tasia Scott, Ingrid Schulz, 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-OEI and POOCR update	5 minutes	Erica/Donna	Information
4.	Professional Development and Spring Training Update  <ul style="list-style-type: none"><li>● QOTL Level 1 and 2</li><li>● ZTC Summer Trainings</li><li>● Microcourses</li><li>● RSI</li></ul>	10 minutes	Erica	Information

Agenda Item	Description	Time	Person Responsible	Motion
5.	Committee Updates / Spring PD Updates <ul style="list-style-type: none"> <li>● Division Updates</li> <li>● Academic Senate</li> <li>● OER Week</li> <li>● District DEAC</li> </ul>	20 minutes	Erica	Discussion
6.	RSI in Canvas	5 minutes	Jennifer Van Sijll	Demo
7.	<b>Agenda Items for Future Meetings</b> <ul style="list-style-type: none"> <li>● Planning for 2024               <ul style="list-style-type: none"> <li>○ Faculty Handbook Revisions</li> <li>○ REAL update (May)</li> <li>○ DE Addendum</li> <li>○ DE Plan 2024-2027</li> <li>○ Training Recency policy</li> </ul> </li> </ul>	2 minutes	Erica	Discussion
8.	<b>Date of the Next Meeting</b> <ul style="list-style-type: none"> <li>● Wednesday, April 3, 2024</li> <li>● <a href="#">Zoom Link</a></li> </ul>	1 minute	Erica	Information