

## CSM Distance Education Advisory Committee Agenda

Wednesday, May 7, 2025, 12:00 p.m. to 1:00 p.m.

Zoom Meeting Link: <https://smccd.zoom.us/j/85142674070?pwd=pWuqJ7xTqy7GhT4FOeSBgcbssmMpck.1>

### Committee Membership:

Anya Ashouri (COUN), Diana Bennett (CASS), Tarana Chapple (Dean), Lydia Chen (COUN), Donna McCabe (Tri-Chair), Lena Feinman (M/S), Atheena Haniff Martinez (COUN), Paul Hankamp (M/S), Jennifer Howze-Owens (Tri-Chair), Susan Khan (CTL), Michelle Mullane (CASS), Madeleine Murphy (LAD), Hellen Pacheco (B/T), Carol Newkirk-Sakaguchi (DRC), Alessandra Rengifo Herrada (Student Representative), Erica Reynolds (Tri-Chair), Mikel Schmidt (KDA), Chris Smith (ITS), Lia Thomas (ASLT), Finausina Tovo (ASLT), Jennifer Van Sijll (LAD), Lilya Vorobey (B/T), Jeramy Wallace (Curriculum), Doug Williams (KDA), Laura Woltag (LAD)

### 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 McCabe

### Note-Takers:

Erica Reynolds, Jennifer Howze-Owens, Donna McCabe

### 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.          | Look Back & Flex Day RSI Debrief   | 15 minutes | ALL                | Discussion |

| Agenda Item | Description                                                                                                                                                                                                                                                                                       | Time       | Person Responsible         | Motion                     |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------------------------|----------------------------|
| 4.          | <a href="#">Accreditation (SRI Rubric)</a> Resources and Updates <ul style="list-style-type: none"> <li>● CSM ACCJC Rubric [link]</li> <li>● DE Handbook</li> <li>● Flex Archive Videos</li> <li>● Spring 2025 drop in hours</li> </ul>                                                           | 15 minutes | Erica                      | Discussion                 |
| 5.          | DEAC Division Reps for 2025-2026                                                                                                                                                                                                                                                                  | 5 minutes  | Jennifer                   | Information                |
| 6.          | Professional Development <ul style="list-style-type: none"> <li>● QOTL Level 1 &amp; 2 (SU &amp; FA 2025)</li> <li>● Regular and Substantive Interaction</li> </ul>                                                                                                                               | 5 minutes  | Tri-Chairs and All Members | Information and Discussion |
| 7.          | Committee Updates <ul style="list-style-type: none"> <li>● Division Updates</li> <li>● IPC</li> <li>● Academic Senate (CTL &amp; Curr.)</li> <li>● District DEAC</li> </ul>                                                                                                                       | 10 minutes | All Members                | Discussion                 |
| 8.          | State Updates <ul style="list-style-type: none"> <li>● DE Coordinator</li> <li>● @ONE Course Offerings</li> <li>● Online Teaching Conference</li> <li>● POCR update</li> </ul>                                                                                                                    | 5 minutes  | Donna                      | Discussion                 |
| 7.          | <b>Agenda Items for Future Meetings</b> <ul style="list-style-type: none"> <li>● Planning for 2025-26 <ul style="list-style-type: none"> <li>○ DE Plan 2024-2027</li> <li>○ Training Recency policy</li> <li>○ OER vs. Inclusive Access</li> </ul> </li> <li>● Approval of DE Handbook</li> </ul> | 2 minutes  | Erica                      | Discussion                 |
| 8.          | <b>Date of the Next Meeting</b> <ul style="list-style-type: none"> <li>● Wednesday, September 3, 2025</li> <li>● <a href="#">Zoom Link</a></li> </ul>                                                                                                                                             | 1 minute   | Erica                      | Information                |