

## CSM Distance Education Advisory Committee Agenda

Wednesday, December 3, 2025, 12:00 p.m. to 1:00 p.m.

Zoom Meeting Link: [CSM DEAC 2025 - 2026 Meetings](#)

### Committee Membership:

Diana Bennett (CASS), Tarana Chapple (ASLT Dean), Lydia Chen (COUN), Alexis Delevett (COUN/DRC), Lena Feinman (Math/Science), Maylani Fiel (Student Representative), Atheena Haniff Martinez (COUN), Paul Hankamp (Math/Science), Jennifer Howze-Owens (Tri-Chair), Tatiana Irwin (CASS), Michelle Mullane (DE Coordinator), Hellen Pacheco (Business/Technology), Erica Reynolds (Tri-Chair), Lia Thomas (ASLT), Finausina Tovo (ASLT), Jennifer Van Sijll (LAD), Lilya Vorobey (Business/Technology), Doug Williams (KDA), Jing Wu (LAD)

### Tri-Chairs:

Erica Reynolds, Jennifer Howze-Owens, Michelle Mullane

### Note-Takers:

Erica Reynolds, Jennifer Howze-Owens,

### Agenda:

Agenda Item	Description	Time	Person Responsible	Motion
1.	Review and Approve Agenda	1 minutes	Erica	Action
2.	Review and <a href="#">Approve Meeting Summary</a>	1 minutes	Erica	Action
3.	DEAC RSI Wrap-Up Recommendation	15 minutes	All Members	Discussion
4.	Professional Development <ul style="list-style-type: none"><li>• Spring 2026 QOTL Dates</li><li>• Syllabus and RSI Labs</li><li>• January Flex</li></ul>	5 minutes	Tri-Chairs and All Members	Information
5.	Committee Updates <ul style="list-style-type: none"><li>• DE Coordinator (DECO)</li><li>• Division Updates</li><li>• Academic Senate (CTL &amp; Curr.)</li><li>• District DEAC<ul style="list-style-type: none"><li>○ AP 4105</li></ul></li></ul>	10 minutes	All Members	Discussion
6.	Instructional Technology Spotlight	10 minutes	Erica	Discussion

Agenda Item	Description	Time	Person Responsible	Motion
7.	Compose <a href="#">Must Know DEAC Message</a>	10 minutes	All Members	Discussion
8.	Fall 2025 Semester Reflection	5 minutes	All Members	Discussion
9.	<b>Agenda Items for Future Meetings</b> <ul style="list-style-type: none"> <li>Planning for 2025-26</li> <li>Title II Requirements April 2026</li> </ul>	2 minutes	Erica	Discussion
10.	<b>Date of the Next Meeting</b> <ul style="list-style-type: none"> <li>Wednesday, February 4, 2026</li> <li><a href="#">Zoom Link</a></li> </ul>	1 minute	Erica	Information