

CSM Distance Education Advisory Committee Meeting Summary

Wednesday, March 5, 2025 12:00 p.m. to 1:00 p.m.,

[CSM DEAC: 2024-2025 Zoom Meeting Link](#)

Meeting Slides for March 5, 2025

Members Present: 16

Diana Bennett (Creative Arts & Social Science), Tarana Chapple (ASLT, Dean), Lydia Chen (Counseling), Atheena Haniff-Martinez (Counseling), Paul Hankamp (Math & Science), Susan Khan (ASLT/PD Coordinator), Donna McCabe (Tri-Chair), Michelle Mullane (Creative Arts & Social Science), Hellen Pacheco (Business/Technology), Alessandra Rengifo Herrada (Student Representative), Erica Reynolds (Tri-Chair), Lia Thomas (ASLT/Library), Jennifer Van Sijll (Language Arts), Jeramy Wallace (Curriculum Committee), Doug Williams (Kinesiology),

Not Present: Lena Feinman (Math & Science), Sebrianne Ferguson (ITS), Jennifer Howze-Owens (Tri-Chair), Mike Schmidt (Kinesiology), Carol Newkirk-Sakaguchi (DSPS), Finausina Tovo (ASLT), Lilya Vorobey (Business/Technology), Laura Woltag (Language Arts)

Guests Present: None

Agenda Items Discussed:

1. Review and Approve Agenda
 - Erica went over the proposed agenda
 - Approved by Atheena, second by Hellen
2. Review and Approve Meeting Summary from February 2025
 - Approved meeting summary for February 2025 moved by Jennifer, seconded by Hellen
3. [Accreditation \(SRI Rubric\)](#) and Updates
 - Discussion on [Substantive Interaction Criteria](#)
 - Question from Jennifer about using the video or audio recording tool. Shelly and Laura shared their
 - We filled out the shared google document together
 - Discussed the differences between the Regular criteria and Substantive
 - What if we have more than one discussion per week, and we answer students in different ways/places? How do we know if we're doing enough?
4. Professional Development
 - QOTL Level 1 & 2 (Spring 2025)
 - Regular and Substantive Interaction

5. Committee Updates

- Division Updates
 - Language Arts
 - Creative Arts and Social Sciences
 - Math and Science
 - Business and Technology
 - Counseling
 - Kinesiology and Dance
- IPC
 -
- Academic Senate (CTL & Curr.)
 - Jeramy - curriculum - discussion about DE addendum. Donna suggests this is District-wide. Donna and Erica will float this up to District DEAC.
 - Erica will send Jeramy the printout issue with DE addenda.
 - DE Team met with Academic Senate re: ACCJC SRI rubric
- District DEAC
 - [Current SMCCCD Distance Education AP 6.12.1](#)
 - [Proposed Draft for Distance Education Board Policy or Administrative Procedure 6.12.1](#)
 - District DEAC has been updating this - comments due by Monday 3/10. Will go to District Senate and then on to D
- We really need to have our DEAC reps share out the work of DEAC at Division meetings to get the word out about the ACCJC rubric. Erica created a [slide](#) that members can share out easily.

6. State Updates

- DE Coordinator Updates
 - Donna reported that she will be completing her work at the end of SP25 semester. Role will be vacant and looking for faculty who are interested to begin F25.

7. Agenda Items for Future Meetings

- Planning for 2024-25
 - [Accreditation \(SRI Rubric\)](#) | Policy Crosswalk
 - DE Plan 2024-2027
 - Training Recency policy
 - OER vs. Inclusive Access

Next Meeting:

- Date of the Next Meeting: Wednesday , May 7, 2025

Summary Prepared by

- Donna Eyestone and Erica Reynolds on March 5, 2025.