

## *Distance Education Standing Committee*

### *Moorpark College's Mission Statement*

*With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.*

### Committee charter:

The Distance Education Committee makes recommendations on college-wide planning and accreditation issues related to distance education activities.

The specific tasks of this committee are:

- Review and evaluate campus-wide student success and equity data related to distance education
- Develop and promote best practices that contribute to the quality and growth of distance education at Moorpark College
  - Provide guidance on professional development activities related to distance education
- Monitor and document compliance with accreditation standards and state and national regulations

### Minutes August 22nd, 2018 2:30 PM – 4:00 PM, A-138

Division/Position	Name	Present	Division/Position	Name	Present
<b>Co-chairs</b>	Jennifer Goetz Rachel Messinger	X X	<b>Dean</b>	Karen Rothstein	<b>X</b>
<b>Student Health, Athletics, Kinesiology, ACCESS &amp; Math</b>	Claudia Gutierrez	X	<b>Instructional Technologist/Designer</b>	Tracie Bosket	
			<b>ACCESS</b>	Matthew Spinneberg	X
<b>Social &amp; Behavioral Sciences</b>	Brian Herlocker Rex Edwards		<b>Student Service Council</b>	Dave Anter	
		X	<b>Associated Students</b>	Sonali Murugan	X
			<b>DE Coordinator</b>	Anasheh Garabighi	X
<b>Business, Child Development, &amp; Student Engagement</b>	Shannon Macias Danita Redd	X X	<b>GUESTS: Please Sign In</b>		
<b>EATM, Life &amp; Health Sciences</b>	Jana Johnson Ashley Vaughan				
<b>Languages &amp; Learning Resources</b>	Diane Scrofano	X			
<b>Physical Sciences &amp; Career Ed</b>					
<b>Arts, Media &amp; Communications</b>	Becky Brister	X			

Meeting Calendar 17-18 4 <sup>th</sup> Wednesday 2:30 in A-138	Topic	Meeting Calendar 17-18 4 <sup>th</sup> Wednesday 2:30 in A-138	Topic
08/22/18	CVC-OEI, online enrollments	1/23/19	
09/26/18		2/27/19	
10/24/18		3/20/19 (location TBA)	
11/28/18		4/24/19	

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### AGENDA

Topic	Discussion/Comments	Action
1. Welcome & approval of minutes		KR Moves to approve the minutes. BB Seconds. Minutes approved by group. AV abstained.
2. DE Coordinator announcement	Anasheh Garabighi will be the new DE Coordinator.	.
3. Taking meeting minutes		Taking meeting minutes will rotate as follows: Matt 8/22 Danita 9/26 Ashley 10/24 Claudia 11/28
4. Zoom questions	CCConfer has officially been ended. Unsure if the captioning person can be integrated. Zoom can do automated captioning. Contact James at COC/DECT to get clarity on DE usage of live captioners. 3PlayMedian new service to speak off next meeting.	
5. Deciding our March meeting	March meeting falls over spring break.	DR moved to Motion to March 20. BB second it. Vote was unanimous.
6. CVC-OEI next steps/115 <sup>th</sup> online campus update	California Virtual College Online Education Initiative. OEI will also be dropped in the future.	
7. Goals and Accomplishments-start the conversation	Discuss goals and goal suggestions at next meeting.	
8. Online enrollments	VC and OC offered more online offering than we had at MC (Summer 18).	
9. Comments:  Adjournment at _3:57___p.m.	DDEAC Members: Rachel. Matt. Jennifer. Anasheh. Becky (Alternate/Zoom). Diane (Zoom). Tracie.	