

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

Agenda – November 18, 2020 2:30 PM – 3:30 PM, Zoom Meeting

Division/Position	Name	Present	Division/Position	Name	Present
Co-Chairs	Matt Calfin		Dean	Howard Davis	
	Shannon Macias		Student Service Council	Claudia Wilroy	
English and Student Life	Diane Scrofano		Instructional Technologist/Designer	Tracie Bosket	
			ACCESS	Michael Ashton (alternate)	
Access, Kinesiology, Athletics, Library, Math, DE & Teaching and Learning	Claudia Gutierrez		Acad. Senate President	Erik Reese	
	Jackie Kinsey		DE Coordinator	Anasheh Gharabighi	
			Associated Students	Kobe Catton	
EATM, Life & Health Science	Ashley Vaughan		GUESTS: Mary Rees Josepha Baca Shandor Batoczki Ruth Bennington Renee Butler Icess Nisce (student worker) Rolland Petrello Cynthia Sheaks-McGowan Wayne Snyder		
	Rachel Messinger				
	Jana Johnson (alternate)				
Physical Science and Career Education	Loay Alnaji				
	Esmaail Nikjeh				
Business, Social and Behavioral Sciences, Child Development and Languages	Brian Herlocker				
	Rex Edwards				
A&R, Counseling, Student Life and Support, EOPS, and Student Health Center	Daniel Aguilar				
	Danita Redd				
Arts, Media & Communications	Becky Brister				
	Suzanne Fagan				

Meeting Calendar Fall 20 4 th Wednesday 2:30 (Zoom)	Meeting Calendar Spring 21 4 th Wednesday 2:30 in A-138
08/26/20	01/27/21
09/23/20	02/24/21
10/28/20	03/24/21
11/18/20	04/28/21

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AGENDA

Topic	Discussion/Comments	Action
1. Announcements and Comments	<ul style="list-style-type: none"> 5 hours available for DE recertification. 	
2. Approval of October Minutes	Made the motion to approve: Seconded: Yays: Nays: Abstentions:	
3. Approval of 2020-2021 Goals - Shannon	Made the motion to approve: Seconded: Yays: Nays: Abstentions:	
4. Intructional Design/Tech Update - Tracie, Michael		
5. Proctorio/Cranium Cafe Update		
6. Update on Moorpark POCR Group – Matt, Anasheh		
7. Develop a Regular and Effective Contact Policy	Ventura's Regular and Effective Contact Policy to Review	
8. Accessibilty Update - Matt S.		
9. Accessibilty Statement in Syllabus		
10. Online Class Size Workgroup Update – Shannon, Ashley, Jana	DE Max Caps – Other Campus – Provided by Jennifer Kalfsbeek Moorpark Data as of 11-12-20	
11. Comments: Adjournment at ____pm.	Motion to adjorn – , 2 nd	