

## 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 February 27th, 2019 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>	Traci Allen	
<b>Student Health, Athletics, Kinesiology, ACCESS &amp; Math</b>	Claudia Gutierrez	X	<b>Instructional Technologist/Designer</b>	Tracie Bosket	X
			<b>ACCESS</b>	Matthew Spinneberg	X
<b>Social &amp; Behavioral Sciences</b>	Brian Herlocker Rex Edwards	X	<b>Student Service Council</b>	Dave Anter	
			<b>Associated Students</b>	Sonali Murugan	
			<b>DE Coordinator</b>	Anasheh Garabighi	X
<b>Business, Child Development, &amp; Student Engagement</b>	Shannon Macias Daniel Aguilar Danita Redd (alternate)	X	<b>GUESTS: Please Sign In</b> Nenagh Brown Oleg Bepalov Gwen Lewis-Huddleston Linda Kennedyt		
<b>EATM, Life &amp; Health Sciences</b>	Jana Johnson Ashley Vaughan	X			
<b>Languages &amp; Learning Resources</b>	Diane Scrofano	X			
<b>Physical Sciences &amp; Career Ed</b>					
<b>Arts, Media &amp; Communications</b>	Becky Brister				

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
<del>08/22/18</del>	CVC-OEI, online enrollments	<del>4/23/19</del>	DE PD Funds; Ally Demo
<del>09/26/18</del>	CVC-OEI, initial goals	<del>2/27/19</del>	Education Master Plan
<del>10/24/18</del>	DE Program Plan	<del>3/20/19</del>	(location TBA)
<del>11/28/18</del>		<del>4/24/19</del>	

*Distance Education Standing Committee*

**AGENDA**

<b>Topic</b>	<b>Discussion/Comments</b>	<b>Action</b>
1. Welcome & approval of minutes		Motion made by Tracie Bosket and second by Diane Scarfono.  Minutes approved unanimously
2. Proctorio pilot group		discussed
3. Education Master Plan		discussed
4. DE Enrollment Management		tabled
5. CVC-OEI Updates		done
6. DE Summit 3/15/19		done
7. April Flex Professional Development		tabled
8. Demo of NoteBowl		tabled
9. Reminder: March meeting is 3/20/19 in FH 117A		done
10. Comments:  Adjournment at <u>3:55</u> p.m.		