*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 - March 25, 2020**

**2:30 PM – 4:00 PM, A-138**

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| --- | --- | --- | --- | --- | --- |
| **Division/Position** | **Name** | **Present** | **Division/Position** | **Name** | **Present** |
| **Co-Chairs** | Matt CalfinShannon Macias |  | **Dean** |  |  |
|  |
| **English and Student Life** | Diane Scrofano |  | **Instructional Technologist/Designer** | Tracie BosketMichael Ashton |  |
| **ACCESS** | Matthew Spinneberg |  |
| **Access, Kinesiology, Athletics, Library, Math,** **DE & Teaching and Learning** | Claudia GutierrezJackie Lepeau |  | **Student Service Council** | Claudia Wilroy |  |
|  | **Associated Students** | Jordan Ross |  |
| **DE Coordinator** | Anasheh Gharabighi |  |
| **EATM, Life & Health Science** | 2 votes: Jana JohnsonAshley Vaughan Rachel Messinger |  | **GUESTS: Please Sign In** |
|  |
|  |
| **Physical Science and Career Education** | Loay AlnajiEsmaail Nikjeh |  |
|  |
| **Business, Social and Behavioral Sciences,** **Child Development and Languages** | Brian HerlockerRex Edwards |  |
|  |
| **A&R, Counseling, Student Life and Support, EOPS,** **and Student Health Center** | Daniel AguilarDanita Redd |  |
|  |
| **Arts, Media & Communications** | Becky Brister |  |

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| **Meeting Calendar 19-20****4th Wednesday 2:30 in A-138** | **Topic** | **Meeting Calendar 19-20****4th Wednesday 2:30 in A-138** | **Topic** |
| ~~08/28/19~~ |  | ~~01/29/20~~ |  |
| ~~09/25/19~~ |  | ~~02/26/20~~ |  |
| ~~10/30/19~~ |  | 03/25/20 |  |
| ~~11/20/19~~ |  | 04/22/20 |  |

**Agenda**

|  |  |  |
| --- | --- | --- |
| **Topic** | **Discussion/Comments** | **Action** |
| 1. Announcements, Introduction of New IT, Michael Ashton, Shandor  |  |  |
| 2. Approval of February Minutes |  |  |
| 3. Online Instruction Update – DE’s Role - Matt |  |  |
| 4. Online Instruction – Models, Best Practices, Suggestions for Testing, Lecture, Virtual Office Hours, etc. |  |  |
| 5. CVC-OEI Grant Update - Matt |  |  |
| 6. POCR Update – Matt and Anasheh |  |  |
| 7. DDEAC and ITAC Updates – Matt, Tracie, Anasheh, Diane |  |  |
| 8. 2019-2020 Goals: Review and Advancement – Shannon – Online Certificates (All offered online now?), Student Services Goal – Matt, DE Addendum |  |  |
| 9. Online Teach Conference Follow-Up – Matt |  |  |
|  10. DE Committee Charge Feedback - Shannon |  |  |
| 11. Tech Update – Tracie  |  |  |
| 12. Time for Group Collaboration |  |  |
| 13. Comments:Adjournment at \_\_\_ p.m. |  |  |