*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 – August 25, 2021**

**2:30 PM – 4:00 PM, Zoom Meeting**

| Division/Position | Name | Present | Division/Position | Name | Present |
| --- | --- | --- | --- | --- | --- |
| **Co-Chairs** | Matt Calfin |  | **Dean** | Howard Davis |  |
| Ruth Bennington (interim) |  | **Student Service Council** | Claudia Wilroy |  |
| **English and Student Life** | Diane Scrofano |  | **Instructional Technologist/Designer** | Tracie Bosket |  |
| Michael Ashton (alternate) |  |
| **ACCESS** | Matthew Spinneberg |  |
| **Access, Kinesiology, Athletics, Library, Math,**  **DE & Teaching and Learning** | Claudia Gutierrez  Chris Copeland |  | **Acad. Senate President** | Erik Reese |  |
| Jackie Kinsey |  | **DE Coordinator** | Anasheh Gharabighi |  |
| **Associated Students** | Kobe Catton |  |
| **EATM, Life & Health Science** | Jana Johnson |  | **GUESTS:**  **Mary Rees**  **Josepha Baca**  **Sarah Martinson**  **Ruth Bennington**  **Icess Nisce (student worker)**  **Cynthia Sheaks-McGowan** | | |
| Rachel Messinger |  |
| Ashley Vaughan (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** | Anasheh Gharabighi |  |
| Suzanne Fagan |  |

| Meeting Calendar Fall 21  4th Wednesday 2:30 | Meeting Calendar Spring 22  4th Wednesday 2:30pm |
| --- | --- |
| 08/25/21 (Zoom) | 01/26/22 |
| 09/22/21 (Zoom) | 02/23/22 |
| 10/27/21 | 03/23/22 |
| 11/17/21\* | 04/27/22 |

**Agenda**

| Topic | Discussion/Comments | Action |
| --- | --- | --- |
| 1. Announcements and Comments (2:30-2:35pm) |  |  |
| 1. Review of Charter and Meeting Dates – Ruth (2:35-2:40pm) |  |  |
| 1. Approval of April 2021 Minutes (2:40-2:45pm) |  |  |
| 1. Goals Update – Ruth (2:45-2:50pm) |  |  |
| 1. DE Professional Development – Matt Calfin (2:50-3:00pm) |  |  |
| 1. POCR Update – Anasheh (3:00-3:10pm) |  |  |
| 1. Peralta Equity Rubric – Michael and Anasheh (3:10-3:20pm) |  |  |
| 1. Proctorio Follow-Up – Matt Calfin (3:20-3:40pm) |  |  |
| 1. Instructional Designers’ Update – Tracie and Michael (3:40-3:45 pm) |  |  |
| 1. Accessibility Update – Matt S. (3:45-4:00pm) |  |  |
| 1. Comments:   Adjournment at ­­­\_\_\_\_\_ pm. |  |  |