*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 23, 2022**

**2:30 PM – 4:00 PM, Zoom Meeting**

| Division/Position | Name | Present | Division/Position | Name | Present |
| --- | --- | --- | --- | --- | --- |
| **Co-Chairs** | Matt Calfin |  | **Arts, Media & Communications** | Anasheh Gharabighi |  |
| Christy Douglass |  | Suzanne Fagan |  |
| **English and Student Life** | Diane Scrofano |  | Becky Brister (alt) |  |
| (vacant) |  | **Dean** | Josepha Baca |  |
| **Access, Kinesiology, Athletics, Library, Math, DE & Teaching and Learning** | Chris Copeland |  | **Student Service Council** | Claudia Wilroy |  |
| Jackie Kinsey |  | **Instructional Technologist/Designer** | Tracie Bosket |  |
| Sarah Martingson (alt) |  | Michael Ashton (alt) |  |
| **EATM, Life & Health Science** | Jana Johnson  |  | **ACCESS** | Matthew Spinneberg |  |
| Rachel Messinger |  | **Acad. Senate President** (non-voting) | Erik Reese |  |
| Ashley Vaughan (alt) |  | **DE Coordinator** (non-voting) | Kelsey Stuart |  |
| **Physical Science and Career Education** | Loay Alnaji |  | **POCR Coordinator** (non-voting) | Anasheh Gharabighi |  |
| Esmaail Nikjeh |  | **ZTC Coordinator** (non-voting) | Cindy Sheaks-McGowan |  |
| **Business, Social and Behavioral Sciences,****Child Development and Languages** | Brian Herlocker |  | **Associated Students** (non-voting) | Kobe Catton |  |
| Rex Edwards |  | **GUESTS:**  |
| Ruth Bennington (alt) |  |
| Cindy Sheaks-McGowan (alt) |  |
| **A&R, Counseling, Student Life and Support, EOPS, and Student Health Center** | Kelly Porto-Garcia |  |
| Danita Redd |  | Voting Members = 18 Quorum = 10 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DE Committeee Meetings** | **Meeting Calendar** Fall 21 | ~~08/25/21 (Zoom)~~ | ~~09/22/21 (Zoom)~~ | ~~10/27/2021 (Zoom)~~ | ~~11/17/21\*~~ |
| **4th Wednesday 2:30** | **Meeting Calendar** Spring 22 | ~~1/26/2022~~ | ~~2/23/2022~~ | 3/23/2022 | 4/27/2022 |

**Agenda**

| Topic | Discussion/Comments | Action |
| --- | --- | --- |
| 1. Announcements & Comments (2:30-2:35pm)
* PRT Visit: Thursday, May 5th
* Online Teaching Conference: 6/29-7/1
	+ In-Person in Long Beach
* New Assistant Dean: Michael Ashton!
 |  |  |
| 1. Adoption of Agenda & Approval of January 26 & February 23, 2022 Minutes – Matt Calfin (2:35-2:40pm)
 |  |  |
| 1. Vote to Continue Online Meetings – Christy Douglass (2:40-2:45pm)
 |  |  |
| 1. POCR Update – Anasheh Gharabighi (2:45-2:55pm)
* ITDs in the POCR Process
 |  |  |
| 1. DE Coordinator Update – Kelsey Stuart (2:55-3:15pm)
* Digital Tools Analysis Recommendations
 |  |  |
| 1. Student Feedback – Steven Bash (3:15-3:25pm)
 |  |  |
| 1. RSI Policy Discussion – Christy Douglass (3:25-3:40pm)
 |  |  |
| 1. Instructional Designer Update – Tracie & Michael (3:40-3:55 pm)
* VCCCD DE Summit (Virtual): 4/26
* UDL Workshop Update
* Faculty Feedback re DE Cert Compentencies
* Instructional Tech WorkGroup
 |  |  |
| 1. Accessibility Update – Matt S (3:55 – 4:00)
* Accessibility Updates
 |  |  |
| 1. Comments:
* Adjournment at \_\_\_\_\_\_ pm
 |  |  |