

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 – January 26, 2022 2:30 PM – 4:00 PM, Zoom Meeting

Division/Position	Name	Present	Division/Position	Name	Present
Co-Chairs	Matt Calfin	X	Dean	Howard Davis	
	Christy Douglass	X	Student Service Council	Claudia Wilroy	
English and Student Life	Diane Scrofano	X	Instructional Technologist/Designer ACCESS	Tracie Bosket	X
				Michael Ashton (alternate)	X
Access, Kinesiology, Athletics, Library, Math, DE & Teaching and Learning	Chris Copeland	X	Acad. Senate President	Matthew Spinneberg	X
	Jackie Kinsey	X	DE Coordinator	Erik Reese	X
			POCR Coordinator	Kelsey Stuart	X
			ZTC Coordinator	Anasheh Gharabighi	X
			Associated Students	Cindy Sheaks-McGowan	X
EATM, Life & Health Science	Jana Johnson		GUESTS: X Ruth Benninton - Accounting X Sarah Martinson - Library (Online Student Support Desk) X Monica Esquivel - Foreign Languages		
	Rachel Messinger	X			
	Ashley Vaughan (alternate)				
Physical Science and Career Education	Loay Alnaji	X			
	Esmaail Nikjeh	X			
Business, Social and Behavioral Sciences, Child Development and Languages	Brian Herlocker	X			
	Rex Edwards				
A&R, Counseling, Student Life and Support, EOPS, and Student Health Center	Kelly Porto-Garcia	X			
	Danita Redd	X			
Arts, Media & Communications	Anasheh Gharabighi	X			
	Suzanne Fagan	X			

DE Committee 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

Distance Education Standing Committee

AGENDA

Topic	Discussion/Comments	Action
1. Announcements & Comments (2:30-2:40pm) <ul style="list-style-type: none"> Online Teaching Conference: 6/29-7/1 <ul style="list-style-type: none"> In-Person in Long Beach OTC Proposals: Due 1/31 		
2. Adoption of Agenda & Approval of November 17, 2021 Minutes – Matt Calfin (2:40-2:45pm)	Minutes: Loay A. 1 st , Christy D. 2 nd Agenda: Tracie B. 1 st , Christy D. 2 nd	Motion Carries Motion Carries
3. Vote to Continue Online Meetings – Christy Douglass (2:45-2:50pm)	Meet Online Next 30 Days: Danita R. 1 st , Brian H. 2 nd	Motion Carries
4. Goal Action Items – Christy Douglass (2:50-2:55pm) <ul style="list-style-type: none"> Substantive Interaction (Goal #3 & #4) 	<ul style="list-style-type: none"> See Christy if interested in joining Regular Substantive Interaction subgroup (Goals #3 & #4) 	
5. ZTC Update – Cindy Sheaks-McGowan (2:55-3:00pm)	<ul style="list-style-type: none"> 402 designated ZTC courses for Spring in addition to some low-cost textbook (\$40 or less) designated courses. ZTC courses have been shown to have slightly higher fill rates. See OER librarian Jeff Benedetti-Coomber if interested in finding open education resources or converting your course to ZTC. 	
6. DE Coordinator Update – Kelsey Stuart (3:00-3:10pm) <ul style="list-style-type: none"> DEETAC Math Type Preview 2/4 (Goal #2) 	<ul style="list-style-type: none"> Cranium Café survey to be sent out to faculty by February as part of our digital tools analysis. Please advise all faculty in your departments/divisions to respond to survey even if they do not use the platform/tool in question. Upcoming DEETAC Math Type Preview on 2/4, 12:00PM 	
7. POCR & Accessibility Update – Anasheh Gharabighi & Matt S (3:10-3:40pm) <ul style="list-style-type: none"> CVC Badging Changes Multiple Languages in Canvas (Goal #1) 	<ul style="list-style-type: none"> CVC Badging Changes: Colleges previously POCR certified are now considered a Phase 1 POCR Certified campus. 3 out of the 61 reviewed courses are to be submitted to CVC for badging. Upcoming cohort in March will be announced. HTML language support: Demonstrated HTML support for the language content used in a course. Enables Canvas Immersive Reader to read text in the intended language. <p>HTML Support for Languages in POCR Process: Anasheh G. 1st, Danita R. 2nd</p>	Motion Carries
8. Instructional Designer Update – Tracie & Michael (3:40-4:00 pm) <ul style="list-style-type: none"> VCCCD DE Summit 4/26/22 Online UDL Workshop Update 	<ul style="list-style-type: none"> DE Summit 4/26, Theme: Innovations Born from the Pandemic Reach out to Tracie if interested in providing feedback for UDL course. 	
9. Comments: Adjournment at 3:59 pm.	Motion to adjourn – Tracie B. 2 nd – Matt S.	