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

Agenda – February 23, 2022
2:30 PM – 4:00 PM, Zoom Meeting

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

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Topic	Discussion/Comments	Action

• **Announcements & Comments (2:30-2:35pm)**
  • Online Teaching Conference: 6/29-7/1
   ○ In-Person in Long Beach
	Call to Order: 2:35	

• **Adoption of Agenda – Matt Calfin (2:35-2:40pm)**	Motion to Adopt Agenda - Christy D. 2nd - Ruth B.	Pass
• **Vote to Continue Online Meetings – Christy Douglass (2:40-2:45pm)**	Motion to Continue Online Meetings - Christy D. 2nd - Tracie B.	Pass
• **QFE (Quality Focus Essay) Presentation – Priscilla Mora (2:45-3:00pm)**	• https://vcccdventura.sharepoint.com/:w:/s/Moorpark/Outreach/EQgjsBr9ajlJvi9pvAUss1kBg3Kf8Ot5j3kFE4A-GWaHbA?e=eik1Gq • Acknowledged the QFE's alignment with the efforts and work done by the DE committee. The QFE allows the institution to reflect on what it sees as its top priorities and its global actions to support student success. Yays: Esmaail N., Matt S., Kellie P. Nays: Abstentions: Diane S. Motion to Endorse: Tracie B. 2nd - Becky B.	Pass

• **DE Coordinator Update – Kelsey Stuart (3:00-3:10pm)**
  • DEETAC Math Type Update (Goal #2)
  • Digital Tools Analysis Update
  • VCCCD DE Summit 4/26/22 – Save the Date!
	• **MathType Update**: MathType representatives shared features and updates on MathType at 2/4 DEETAC meeting. MathType includes accessibility features that may not be available in other equation editors.
	• **Digital Tools Analysis Update**: Based on 60 responses from Cranium Café survey:
	  • 53% of surveyors have used Cranium Café, with 63% of those surveyors finding it helpful.
	  • 46% of surveyors have had student complaints, with majority related to technical issues rather than accessibility.
	  • Survey on Labster to be sent out soon.
	• **VCCCD DE Summit**: To be hosted by Ventura College on April 26, 2022, in-person and on Zoom.	

• **POCR Update – Anasheh Gharabighi (3:10-3:20pm)** • **POCR Praise**	• Next cohort to start 3/14 • Currently in the process of moving forward from campus' current Phase 1 certification title. • Currently strategizing within the Section D team on how to onboard more Section D team members.	
• **Accessibility Update – Matt S (3:20 – 3:30)** • **Cranium Café Accessibility**	• Cranium Café accessibility vetting still in progress. • Plan to look into technology vetting process used by the District and possibly propose for one to be created in the future.	

• **Instructional Designer Update – Tracie & Michael (3:30-4:00 pm)**
  • UDL Workshop Update
  • DEETAC DE Cert Discussion
	• **DEETAC DE Cert Discussion**: Assembling a workgroup to engage in a discussion over the desired outcomes and revisions to the DE certification program.
	DE Cert Discussion Volunteers: Becky B., Kelsey S., Ruth B., Christy D., Esmaail N.	

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	• **UDL Workshop Update**: Reach out to Tracie if interested in participating in 4/4 pilot group. Goal of UDL certification is to bridge gaps in DE certification. UDL Pilot Volunteers: Becky B., Ruth B., Anasheh G.	

• **Comments:**
  • Regular and Substantial Interaction Policy subgroup update
  • **Adjournment at 3:52 pm**
	• Will soon be finalizing discussion of amendments made by subgroup to the policies and documents of Regular and Substantial interaction
	
	Motion to adjourn - Ruth B. 2nd - Tracie B
		Pass