

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 – August 23, 2023 **2:30 PM – 4:00 PM in CCCR**

Division/Position	Name	Present	Division/Position	Name	Present
Co-Chairs	Deb Brackley		Arts, Media & Communications	Anasheh Gharabighi	
	Jamee Maxey			Suzanne Fagan	
English and Student Life	Diane Scrofano			Becky Brister (alt)	
	Daniela Guevara		Dean	Josepha Baca	
Access, Kinesiology, Athletics, Library, Math, DE & Tutoring and Learning	Jackie Kinsey		Student Service Council	Claudia Wilroy	
	Rena Weiss		Instructional Technologist/Designer	Tracie Bosket	
	TBA (alt)			Trudi Radtke (alt)	
EATM, Life & Health Science	Jana Johnson		ACCESS	Shirley Ruiz	
	Ashley Vaughan		Acad. Senate President (non-voting)	Matthew Morgan	
	TBA (alt)		DE Coordinator (non-voting)	TBA	
Physical Science and Career Education	Esmaail Nikjeh		POCR Coordinator (non-voting)	Kelsey Stuart	
	TBA		ZTC Coordinator (non-voting)	Cindy Sheaks-McGowan-	
Business, Social and Behavioral Sciences, Child Development and Languages	Brian Herlocker		Associated Students (non-voting)	TBA	
	Rex Edwards		GUESTS (non-voting) - Melanie Weerasinghe		
	Ruth Bennington (alt)	Emergency Approved			
	Cindy Sheaks-McGowan (alt)				
A&R, Counseling, Student Life and Support, EOPS, and Student Health Center	Kellie Porto-Garcia		Voting Members = 19 Q u o r u m = 10		
	Danita Redd				

DE Committee Meetings	Meeting Calendar Fall 23				
4 th Wednesday 2:30	Meeting Calendar Spring 24	8/23/23	9/27/23	10/25/23	11/22/23
		1/24/24	2/28/24	3/27/24	4/24/24

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AGENDA

Topic	Discussion/Comments	Action
1. Announcements & Public Comments (2:30-2:35pm) <ul style="list-style-type: none"> • Introducing Deb Brackley as Interim Assistant Dean! • Verify Membership 		
2. Brown Act & Who Votes Today? (2:35-2:45pm) – Jamee Maxey <ul style="list-style-type: none"> • Quorum must be reached among in-person attendees • Guests and Non-Voting members may attend virtually (must use video & sound) • Vote to approve any emergency teleconferencing requests • Roll Call Votes on All Items 		
3. Adoption of Agenda & Approval of Minutes (2:45-2:50pm) – Deb Brackley <ul style="list-style-type: none"> • Adoption of 8/23/23 Agenda • Approval of 4/26/23 minutes 		
4. Meeting information (2:50-2:55pm)- Deb Brackley <ul style="list-style-type: none"> • November meeting? 		
5. DE Summit (2:55-3:05pm)- Trudi Radtke <ul style="list-style-type: none"> • March 7, 2023 hosted at MC • Overview • Collaboration with OC, VC, and MC • Workgroup creation-biweekly meetings 		
6. Recertification update (3:05-3:15pm)- Trudi Radtke <ul style="list-style-type: none"> • Progress • Overview of course 		
7. “Ready Go” tool (3:15-3:20pm) – Trudi Radtke <ul style="list-style-type: none"> • Overview and capabilities • Timeline 		
8. Upcoming Accessibility opportunities (3:20-3:30pm)- Trudi Radtke and Shirley Ruiz		
9. Professional Development Opportunities (3:30-3:40pm)- Trudi Radtke <ul style="list-style-type: none"> • Moorpark Faculty Hub • Accessibility Academy • AI Academy • UDL Academy 		
10. POCR update (3:40-3:45pm)- Deb Brackley <ul style="list-style-type: none"> • Phase 1: Summer 2023- 10 courses went through POCR Process, still need to be “badged” 		
11. DEETAC updates (3:45-3:50pm) – Trudi Radtke <ul style="list-style-type: none"> • AI Syllabus statements • DE student facing definition • LTI- Learning Tool Interoperability 		

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12. Goals Progress (3:50-4:00pm) - Jamee Maxey <ul style="list-style-type: none">• Review last year's goals• Set new goals• DE Summit		
13. Comments <ul style="list-style-type: none">• Adjournment		