



DISTANCE EDUCATION ADVISORY COMMITTEE MEETING  
MINUTES

<b>INVITED ATTENDEES</b> Claudia Alcala, Jorge Ascencio, <b>Krissy Barone, Leslie Bitong</b> , Jodie Butler, <b>Guy Buker</b> , Alana Krause, <b>Alex Miranda</b> , Reza Mirbolooki, Michelle Palma, Annette Park, Franklin Ragg, Meridith Randall, Shatarupa Ray, Evangelina Rosales, Amy Runyen, Herman Singh, Justin Smith, Paul Tayyar, Tien Tran, <b>Mark Thomason</b> , Juli Van Dorn, <b>David Vasquez, RC Wilkinson</b> <b>Bolded members not in attendance</b>
<b>CHAIR(S)</b> Alex Miranda, Dean; Faculty chair: Jodie Butler
<b>RECORDER</b> Evangelina Rosales

· **Approval of the Minutes from Sept 26.**

- Review of Meeting Minutes
- Presentation -Sagee Moyal: Class Technologies
- Overview by Claudia: Student Training Module
  - Discussion: Where will this be housed, and how will it be shared with students? Implementation process soon to come. Senate presentation/approval pending.
- Training Evaluation Group: Dean Survey
  - Survey Questions were shared by group.
  - Committee Suggestion: Inquire with Deans how many DE classes have been canceled.
  - Has past Faculty survey/Data been shared with Deans?
- Re: David's Vacuum- Jorge & Juli
  - Patience is asked during new hire/training process
  - Possible temporary Departmental Faculty-Mentor support to help fill in for new Faculty with Level 1 Canvas questions

**Updates**

- Level 1 Updates- Juli
  - Request that a temporary suspension/postponement of Spring, January 1, 2023, Canvas L-1 training
  - Possible self-paced Canvas L-1 course offered for faculty that have taken Canvas training at another institution with Certificate completion.
- Review Panels/Level 2 Training- Reza
  - Panel reviews are on their way with great results
  - New level 2 Canvas training will be offered
- Meeting Adjourned at: 4:10 PM

**Discussions**

**Assigned committee members to working groups**

- Paul assigned to DE Handbook group
- Evangelina Rosales assigned to Attrition & Retention group