



**DISTANCE EDUCATION ADVISORY COMMITTEE
MINUTES
October 24, 2022
Zoom, 2:30pm-4pm**

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

Approval of the Minutes from Oct. 10, 2022

- Review of last meeting’s minutes
- Welcome new member, Phuong Nguyen (PT faculty, Nursing)
- “Pope Tech” accessibility tool coming up to simplify accessibility issues
 - Accessibility checking tool will be integrated to canvas in Spring 2023
 - Faculty will have the opportunity to run the tool and fix accessibility issues in Spring
 - Admins will also have access to this tool so they can run reports, gather data, and take actions, if necessary
- Discussion at state level about using uniform language for different class modalities (ONLINE, LIVEONLINE, SYNCHRONOUS, ASYNCHRONOUS etc.)
- Workgroups:
 - Attrition and Retention
 - Academic Integrity
 - Canvas training evaluation
 - DE handbook update and upkeep
 - Assigned committee members to working groups
 - Breakout sessions of working groups 45 minutes
 - Workgroups reporting back at 3:30pm
 - Workgroup discussions:
 - Attrition and retention team are analyzing and comparing the retention rates of 8 weeks vs. 16 weeks classes and looking at success rates
 - Academic integrity group is almost done with the document summarizing the multiple ways in which students violate academic integrity and what can be done to minimize academic dishonesty
 - Canvas training evaluation team is working to evaluate if level 2 training can be made easier
 - DE handbook update and upkeep are working on their specific goals
- Meeting adjourned at 4 pm