



**DISTANCE EDUCATION ADVISORY COMMITTEE**  
**MINUTES**  
**September 12, 2022**  
**Zoom, 2:30pm-4pm**

<b>INVITED ATTENDEES</b>	Claudia Alcala, Jorge Ascencio, Krissy Barone, <b>Leslie Bitong</b> , Jodie Butler, Guy Buker, 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, Juli Van Dorn, David Vasquez, <b>RC Wilkinson</b>
	<b>Bolded</b> members not in attendance
<b>CHAIR(S)</b>	Alex Miranda, Dean; Faculty chair: Jodie Butler
<b>RECORDER</b>	Herman Singh

**Approval of the Minutes from Spring 22**

- Welcome New Members
  - Intro Bits
    - New members introduce themselves
- Mystery Visitor. ET/SIA Canvas Access
  - Laura Duvall speaking about large classes and ET/SIA programs. New policy regarding needing permission to add someone who isn't a student into the course as a TA. TA won't be able to get access to respondus without teacher in the classroom. ET vs SIA roles and responsibilities. Concern: current students shouldn't be able to change other current students' grades.
- Updates
  - Panopto Transition
    - Ending soon and successful transition
    - Emails sent out to all faculty who are using Knowmia and have been made aware of the transition
  - Level 1 Updates
    - 26 enrolled faculty members currently enrolled with a start date of 9/12/2022. There are still more spots available
  - Review Panels/Level 2 Training. Sign up!
    - Sign up for panel reviews. Level two training is capped at the enrollment of 30 with 4 people on the waitlist. The start date for level two training is 10/24. Contact Reza to be added to the waitlist. Faculty may be allowed to teach online if both level 1 & 2 training are completed within the same semester.
- Head's Up
  - New Quizzes
    - Moving to new quizzes is being monitored by a committee. As of right now, Canvas hasn't provided a migration plan, there is accessibility issues, and it continues to have several glitches. Canvas knows of the issues, but has failed to take steps to remedy.
  - Moving to Teams
    - Last year we were maintaining both Share Point and Teams, but we're fully switching to Teams as is many of the college committees.
  - Any other updates/issues

- Discussions
  - Student Module for Senate
    - Claudia would like to have another go through in DEAC before presenting to Senate. We'll do this during the October 10<sup>th</sup> meeting.
  - Scheduling/sign up process for Panel Reviews
  - Revisit Training Requirements/Level 2 alternatives/District Level 2
    - We've had training in place for a little over a year, so it's time to evaluate how it's going. This will be one of the work groups this year. Jorge and Juli voiced concerns which will be part of the ongoing conversation.
  - Working Groups for 22-23
    - This will be figured out at the next working meeting

Meeting adjourned at 3:55.