

Distance Education Advisory Committee, Agenda

DATE
3-24-'25

TIME
2:30 – 4:00 PM

LOCATION
Zoom

Co-Chair '24-'25 Alex Miranda, Faculty Co-chair (vacant)
Guest(s) Jason Sheley, Alex Miranda
Recorder Jason Ward, Alex Miranda
Read/Prepare N/A

Agenda Items

DISCUSSION ITEMS	PRESENTER/LEAD	TIME (Est.)	Notes
ONGOING BUSINESS/TOPIC			
Welcome. Review of minutes, 3-10-'25	Alex M.	15	
Reports Canvas District Group Accessibility Check POCR Training Accreditation	Sheryl H. Michelle V. Alex M.	20	
NEW BUSINESS/TOPIC			
CIL Workshops – Dr. Erin Craig to come on April's meeting	All	5	
Other	All	10	

Notes

DEAC - Minutes, 3-10-24

1. Welcome and Minutes – 2-24-'25

The meeting started at 2:35 PM. Alex M. welcomed the members of the DEAC. The DEAC members decided not to record the meetings via Zoom's AI.

Minutes for the 2-24-'25 were approved without changes via a motion from Jason S. and seconded by Michelle V. The vote was unanimous. Reason for the vote were related to unanswered questions about privacy, access to information, information ownership, and potential consequences of misinterpretations.

2. Reports and Updates

District Canvas Group

Sheryl H. reported on the relevant Canvas District Workgroup's topics. Claudia A. asked about the limitations of storage on Zoom. Basically, Claudia A. asked about the number of videos that can be kept on Zoom. Sheryl H. and Alex M. noted that they did not know the storage capacity for videos. Claudia A. continued by stating that students also store videos and other materials on Zoom. Sheryl H. or Alex M. will inquire about this.

Pope Tech continues to be used but may be replaced by Canvas Studio. The DE Department can assist with the use of Canvas Studio.

POCR at GWC

Michelle V. noted that the training she is involved in continues. Additionally, Michelle V. reported that she met with Meg Phelps (consultant from Ventura College and the CVC). Michelle reported that VPI Jen KG is exploring the funding to support GWC's POCR effort. Alana K. asked about the connection between POCR courses and ZTC. Specifically, Alana K. asked about the possibility of combining ZTC and POCR courses. Michelle V. will explore.

The VPI has requested funds to provide support for the faculty – training, POCR GWC team membership, faculty who submit courses for assessment/guidance, etc. The request is being addressed by the president and the executive team.

The next POCR trainings take place on 4-7-'25 to 5-18-'25. Michelle will keep the DEAC informed.

3. Other

Julie N. (DE Department) informed the DEAC members about Respondus, and mentioned that the issues faced by some faculty members have been resolved.

The meeting adjourned at 3:42 PM. Next meeting 3-24'25, 2:30 PM