RÍO HONDO COLLEGE

Distance Education Committee (DEC) - Agenda
September 11, 2023 – 1:30-2:30 p.m. - *Zoom*

I.   Call to Order / Approval of May 8, 2023 Meeting Minutes (2 minutes)

Introductions

II. Introductions of New and Continuing DEC Team Members (10 minutes)
- **Distance Education Coordinator (DECO):** Dr. Kenn PiersonGeiger
- **Assistant Dean, Distance Education:** Dr. Airek Mathews
- **Distance Education Instructional Designers:** Gabriela Olmos and Zulma Calderon
- **POCR Coordinator:** Jennifer Tanaka-Hoshijo
- **DEC Members:**
  - Management Reps: 3 (2 academic deans + 1 Director of IT)
  - Faculty: 12 + DECO (2022-2024 *Governance Manual*)
    20 + DECO (DEC By-laws approved by Academic Senate on 4/12/21, including 4 additional FT + 2 PT)
  - Classified Reps: 3 (2 DE staff + 1 DSPS staff)

DEC Preferences/Recommendations for Upcoming Academic Year

III. DEC Agenda Building Process and Meeting Structure (2 minutes)

IV. DE-Related Professional Development (5 minutes)

V.   DE-Related Topics and Goals for Fall Semester DEC Discussion (10 minutes)

New Business/Other Discussion

VI. DE Newsletter (1 minute)

VII. CVC-OEI Teaching College Status – Oct. 2023 (2 minutes)

VIII. Course Merging Process in *Canvas* (8 minutes)

IX. Post-term Student Access to *Canvas* (10 minutes)

X.   Pre-term Student Access to *Canvas* (10 minutes)

POCR Meeting to Follow (2:30-3:30) - Next DEC Meeting: October 9, 2023