



RÍO HONDO COLLEGE

Distance Education Committee (DEC) - Agenda Regular Meeting: May 13, 2024 – 1:30-2:30 p.m. - Zoom

Welcome

- I. Call to Order / Approval of Minutes (Apr. 8, 2024 regular meeting)

Reports

- II. DEC Coordinator – Dr. Kenn PiersonGeiger
- III. Office of Distance Education - Dr. Airek Mathews. Asst. Dean, DE
- IV. POCR Club – Jennifer Tanaka-Hoshijo, POCR Coordinator

Informational Items (Updates)

- V. DEC membership changes
- VI. Timetable for transition from *Proctorio* to *Honorlock*
- VII. Distance Education Professional Development survey for Fall 2024

Unfinished Business

- VIII. Data Review Task Force (Durdella, Mathews, Millan, PiersonGeiger)
- IX. *Canvas* feature: Emojis in submission comments
- X. Demo of changes to two *Canvas* features: “Announcements” and “Discussion Board” - Dr. Mathews

New Business

- XI. Proposed revision to “*Canvas* Course Merge Process” and “*Canvas* Course Merge Checklist” implementing pilot project feedback and observations – **See attached “DE Course Merge Process” and “Checklist” documents (vers. 5.1)**
- XII. Adjournment

Next Meeting: Sept.9, 2024