VC DE Advisory Group Meeting Agenda
December 8, 2022, 3-4:30 pm
Hosted via Zoom https://vcccd-edu.zoom.us/j/98161605150

Committee Members							
Constituency	**Representative**		**Constituency**	**Representative**	**Constituency**	**Representative**	
Faculty Tri-Chair (Biology)	Jennifer Garner		Faculty	Chloe Branciforte	Faculty (Spanish)	Araceli Trujillo	
Administrative Tri-Chair (Dean)	Debbie Newcomb		Faculty (Library)	Linda Kennedy	Faculty (Business)	Nick Norris	
Classified Tri-Chair	Matthew Moore		Faculty (Econ)	Ara Khanjian	Faculty (Math)	AJ Naderi	
Administrative (VP)	Jennifer Kalfsbeek-Goetz		Faculty (Sociology)	Andrea Horigan	Faculty (Sociology)	Daniella Graves	
Faculty (Business)	Nicole Falco		Faculty (Poli Sci)	Corinna McKoy	Faculty	Stephen Peluso	
Faculty (Chemistry)	Erin Brocker		Faculty (Physics)	Hugh O'Neill	Classified	Sharon Oxford	
Faculty (Sociology)	Ionna Schmidt		Faculty (Art)	Meg Phelps	Classified	Ali Olson-Pacheco	
Faculty (Counseling)	Sheehan Casey		Faculty	OPEN	Classified	Margaret Phelps	
Faculty (History/AES)	Rubisela Gamboa		Faculty (History)	Ray Tracy	Classified	Andy Lucas	
Faculty (History)	Colleen Coffey		Faculty (Communication)	Jamie Harmon	Student Rep.	OPEN (?)	

Agenda Item	Discussion Notes	Action?
1) **Welcome Guests (Matt)**		
2) **Consent Agenda and Minutes (Matt)** • Minutes for November 10, 2022 • Agenda December 8, 2022		

3) **Discussion Items (Matt)**
• **20 minutes: Time to discuss workgroup goals and agendas**
  ○ **3 Break out rooms**
  ○ **Files**
    ▪ MS Documents: Goals '23 Subcommittees
    ▪ MS Excel Questions: Goals worksheets
• **DE Retreat (Dec 9)**		

4) New Tools, Faculty Spotlights, and/or Demonstrations (Matt)
  • **Faculty Spotlight:** Authentic Assessments from Math Department **(@ 3:30)**
      o Michelle Beard, Jack Bennet
  • Tidy Up (WARNING: 3 months left)		

Purpose: The mission of the workgroup is to focus on the delivery of distance education and student support services for online courses, partially online courses, and on ground courses. The workgroup will take a proactive role in educational, technological, and professional development issues pertaining to distance education.

Vision: We will provide quality distance education services that enhance students' opportunities to be successful in their educational pursuits.

2022-2023 Goals

Goal 1: *Implement faculty-driven professional development that spotlights best practices in equity, humanization, and inclusion.*

Goal 2: *Develop peer mentoring community of practice to meet faculty where they are, bring new instructors to proficiency, and current DE instructors from competency toward excellence.*

Goal 3: *Create institutional best practices and resources for promoting academic integrity in online course design.*