

**VC DE Advisory Group Agenda**  
**October 12, 2023, 3-4:30 pm**  
 Hosted via Zoom <https://vccd-edu.zoom.us/j/98161605150>

Constituency	Representative		Constituency	Representative		Constituency	Representative	
Faculty Tri-Chair (Biology)	Jennifer Garner		Faculty (Math)	Michael McCain		Faculty (Spanish)	Araceli Trujillo	
Administrative Tri-Chair (Dean)	Debbie Newcomb		Faculty (Library)	Linda Kennedy		Faculty (Math)	Mindy Case	
Classified Tri-Chair	Matthew Moore		Faculty (Econ)	Ara Khanjian		Faculty (OPEN)		
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)			Faculty (Math)	Michelle Beard		Classified	Margaret Phelps	
Faculty (Spanish)	Fernando Hernandez		Faculty (History)	Ray Tracy		Classified	Andy Lucas	
Faculty (Psychology)	Jose Carlos Trujillo		Faculty (Communication)	Jamie Harmon		Student Rep.	OPEN (?)	

Agenda Item	Discussion Notes	Action?
<b>1) Welcome Guests</b>		
<b>2) Agenda and (Music) Minutes</b> <ul style="list-style-type: none"> <li>• Minutes for Sept 14, 2023</li> </ul>		
<b>3) Discussion Items</b> <ul style="list-style-type: none"> <li>• Community of Practice Share (Jennifer G / Meg) (15 Minutes)</li> <li>• VC Academic Senate Report (Jennifer G)</li> <li>• Goals Setting for 2023-2024: (Matt)           <ul style="list-style-type: none"> <li>○ <b>Goal One:</b> Create a Community of Practice (CoP) within DEAG meetings where faculty can share practices to support and promote quality online teaching</li> <li>○ <b>Goal Two:</b> Develop practices for being faculty ambassadors of digital accessibility to support current Title 5 requirements,</li> </ul> </li> </ul>		

<ul style="list-style-type: none"> <li>○ <b>Goal Three:</b> Update the DE handbook to reflect new regulations, practices and a communication plan.</li> <li>● CVC (Sharon/Debbie) <ul style="list-style-type: none"> <li>○ Matt/Sharon Canvas Statewide subcommittee invite.</li> </ul> </li> <li>● Impact from Instructure (Matt)</li> <li>● Accreditation Report – RSI Checklist &amp; Workshops</li> <li>● Teaching Online Certification (TOC) Update (Ali)</li> </ul>		
<p><b>4) Next Meeting Agenda Items</b></p> <ul style="list-style-type: none"> <li>● Communication plan</li> <li>● Faculty Spotlights Follow up</li> </ul>		

**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.*