

**VC DE Advisory Group Agenda**  
**September 14, 2023, 3-4:30 pm**  
 Hosted via Zoom <https://vcccd-edu.zoom.us/j/98161605150>

**Committee Members-Please update**

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 (OPEN)	
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) Check-In Activity: VC &amp; other Initiatives</b> <ul style="list-style-type: none"> <li>• HSI, One book, ZTC, CCAR, Humanizing STEM, etc.</li> </ul>		
<b>3) Agenda and (Music) Minutes</b> <ul style="list-style-type: none"> <li>• Minutes for May 11, 2023 &amp; Special Meeting Minutes</li> </ul>		
<b>4) Discussion Items</b> <ul style="list-style-type: none"> <li>• Review last year's goals               <ul style="list-style-type: none"> <li>○ Faculty Spotlights (Where do we go from here?)</li> </ul> </li> <li>• Goals Setting for 2023-2024:</li> </ul>		

<ul style="list-style-type: none"> <li>○ Create a Community of Practice (CoP) within DEAG meetings where faculty can share practices to support and promote quality online teaching (Topics?)</li> <li>○ Develop practices for being ambassadors of digital accessibility to support new(er) Title 5 requirements,</li> <li>○ Update DE handbook to reflect new regulations and practices</li> <li>○ Other ideas?</li> </ul>		
<p>5) <b>Updates (if applicable)</b></p> <ul style="list-style-type: none"> <li>● VC Academic Senate Report (Jennifer)</li> <li>● CVC (Sharon)</li> <li>● Trainings Next Week <ul style="list-style-type: none"> <li>○ Accessibility</li> <li>○ Rollout of Certification</li> </ul> </li> <li>● Math Department Community of Practice (AI)</li> <li>● DEETAC <ul style="list-style-type: none"> <li>○ Membership?</li> </ul> </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.*