

## Distance Education Advisory Committee, Agenda

**DATE**  
3-11-'24

**TIME**  
2:30 – 4:00 PM

**LOCATION**  
Zoom

<b>Co-Chairs '23-'24</b>	Jason Sheley, Alex Miranda
<b>Guest(s) N/A</b>	Jason Sheley, Alex Miranda
<b>Recorder</b>	Jason Ward
<b>Read/Prepare</b>	N/A

### Agenda Items

DISCUSSION ITEMS	PRESENTER/LEAD	TIME (Est.)	Notes
<b>ONGOING BUSINESS/TOPIC</b>			
Welcome	Jason S., Alex M.	5	
Review of Minutes, 2-26-'24	All	5	
Canvas Training	Jason S., Alex M.	30	Recommendation for the Senate
<b>NEW BUSINESS/TOPIC</b>			
Online Instruction Faculty Coordinator - MOU	Jason S., Alex M., All	35	
The District's Imperative	Ashley B.	15	

**Notes**

## Distance Education Advisory Committee Minutes, 2-26-'24

### **1. Welcome – Jason S, Alex M.**

The DEAC members were welcomed to the Committee's first meeting of the Spring '24 semester.

### **2. Minutes, 2-12-'24 approved without changes**

### **3. Canvas Levels 1 and 2 Trainings and Recommendations from the DEAC to the Faculty Senate**

Sheryl H. reported on her research regarding Canvas training at the District level. Claudia reported that Coastline College and OCC continued their trainings. Ashley B. indicated that the two-hour District based training continued to be created, but it is not available as of this date.

Jason S. asked about the process to vet other college's trainings. Michelle P. also asked about the process to evaluate trainings from other colleges. Sheryl H. indicated that GWC/DEAC may be moving toward "credentialing" trainings that faculty may bring in from other colleges. Jason S. indicated that CFE's expectation is that the CCCD offer uniformity across the two-hour training.

Alex M. shared the "syllabus" created for the Level 1 training. Reza M. suggested that incoming faculty who would teach online be assessed as to readiness to do so at GWC. Furthermore, Reza M. indicated the current steps involved in assessing readiness to teach online at GWC and proposed that the two-hour mandatory training be an evaluation of faculty members' readiness to teach online at GWC.

No decisions were made as to what to recommend to the Faculty Senate and the matter will be revisited by the DEAC at its next meeting – 3-11-'24.

### **4. Faculty Coordinator – Existing MOU and direction – Jason Sheley**

Tabled

### **5. Meeting adjourned at 4:05 PM. Next meeting 3-11-'24**