Distance Education Advisory Committee, Agenda

DATE	TIME	LOCATION
10-14-'24	2:30 – 4:00 PM	Zoom

Co-Chair '24-'25	Alex Miranda
Guest(s) Dr. Jen Shideler, Alex McK Goetz	
Recorder Jason Ward, Alex Miranda	
Read/Prepare N/A	

Agenda Items

DISCUSSION ITEMS	PRESENTER/LEAD	TIME (Est.)	Notes
ONGOING BUSINESS/TOPIC			
Welcome	Jason S.	5	
Review – Minutes 9-23-'24	All	15	
Reports	Sheryl Hathaway – Canvas Alex Miranda – Trainings All – Other	10	
NEW BUSINESS/TOPIC			
Goals and Objectives for the year, selection and form	All	30	
Spring Trainings	All	30	

Notes

DEAC Meeting Minutes 9/23/2024

Meeting called to order at 2:34pm

Sheryl Hathaway calls for editing faculty Trainor name to Reza on last meetings minutes

Juli Nguyen announcements:

- If zeros appear in grade columns, there is a video on the Dashboard for a quick fix
- Students cannot post in Canvas discussion after due date (see instructions for getting around it)

Sherly Hathaway

- CCCD Canvas workgroup- showcased 10 tools (UDoit and copyleaks are new, Design Tools plus was renewed)
- Lightning Talks Panel on Canvas Tools @ FRI Oct 4 @1:00p-3:30p. Register: https://forms.gle/gbapN6QbDDA5bJax9

Alana Krause

- Would like to attend lightning talks to discuss Perusal and library got some new resources (JStore)

Jason Sheley

- 50 random asynchronous courses will be chosen in Spring 2025 and evaluated in Fall 2025
- 5 Trainings on RSI not including what will be discussed with the CIL
- Brainstorming with DEAC:
    - Responding to emails with announcements
    - Cut and paste templates
    - Detailed/Specific rubrics to individual assignments
    - Hosting live zoom sessions and posting the recording
    - Replying to individual posts on the discussion board
    - Voice thread
    - Canvas Studio (discussions/quizzes can be integrated)
    - Office hours
    - Discussion board highlight announcements
    - Leaving annotated feedback on papers
    - Auto graded quizzes + discussions

Katie Bruns

- Creating office hours equitable- should we be hearing back sooner?- Priority to adjuncts teaching online to ensure meeting RSI requirements?

Creating Goals for DEAC

- Getting DEAC together to make suggestions for improving Canvas? Survey for all faculty?
- Revise and finish the DE handbook
- Support the first round of CIL Trainings

- Alex sending the Canvas syllabus to allow folks to volunteer to conduct spring trainings
- Canvas Level 1 Feedback
- Creating a bank with suggestions that other instructors are using for Canvas
- Becoming a POCR campus?

Meeting called to a close at 4:00pm