**Los Medanos College—Distance Education Committee—Agenda**

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| --- | --- | --- |
| **Date** | **Time** | **Zoom** |
| 03/04/2024 | 2:00 pm – 3:00 pm live  Pittsburg L-205, BRNT  Room 125 1st Mondays  Last Mondays Room 135 | https://4cd.zoom.us/j/6763100320?omn=84594941906 |

**Members:** Laurie Huffman, DE Coordinator, World Languages, Penny Wilkins, Business. Courtney Diputado, Technology Training & Development Coordinator, Services, Aprill Nogarr, Dean Rikki Hall, Admissions & Records, Joshua Bearden, History, Katie Berryhill, Astronomy, Roseanne Erwin, Librarian, Ozlem Guclu, Math, Marie Kauffman, Speech, Cindy McGrath, Journalism, Caitlin Mitchell, Matt Stricker, Math, Nicole Westbrook, Counseling, Joan Williams, World Languages – Emma Rogers DE Manager, Guest 4CD

**Meeting Dates:** 02/05/2024, 02/26/, 03/04, 03/25,04/01, 04/22, 05/06

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| **#** | **Topic/Activity** | **Lead** | **Outcome** | **Time** |
| **1** | *Call to Order* | L. Huffman | A |  |
| **2** | *Announcements and Public Comments* | L Huffman | I, D | 5 minutes |
| **3** | *Approve Previous Minutes (N/A)* | L Huffman |  |  |
| **4** | *Approve Agenda (Review of Agenda)* | L. Huffman | I, D | 1 minute |
| **5** | **Committee Membership Update**• Question to Committee/Senate Subcommittee or Workgroup Status? | L. Huffman, Committee | I, D, A | 10 minutes |
|  | **Emma Rogers, District DE Manager, Introductions, Q/A - Discussions** | L. Huffman, Committee | I, D | 25 Minutes |
| **7** | **Update on Elumen Workflow page and Addenda integration** | L. Huffman, A Nogarr, Penny W, Committee | I, D | 5 Minutes |
| **8** | *Adjournment* | L Huffman | I | 3:00pm |

***Outcomes****: A—Action; D—Discussion; I—Information*

Laurie Huffman is inviting you to a scheduled Zoom meeting.

Topic: DE Meeting March 4th, 2024 2-3pm

Time: Mar 4, 2024 02:00-3:PM Pacific Time (US and Canada)

Meeting ID 676 310 0320

Join Zoom Meeting

https://4cd.zoom.us/j/6763100320?omn=84594941906

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• +1 309 205 3325 US

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• +1 507 473 4847 US

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