

Distance Education (DE) Committee Agenda

Monday, April 7th 2025

2-3pm

Locations: Pittsburg, L-215; Brentwood, RM 125

Zoom: <https://4cd.zoom.us/j/88187164005>

Members: Erlinda Jones (Child Development), Sara Toruno-Conley (English), Benaz Mendewala (Physical Sciences, Astronomy), Ozlem Guclu (Math), Cindy McGrath (Communication, Journalism), Maria Perrone (Math)--BRT, Nina Ghiselli (Counseling)--BRT, Michelle Mack (Counseling)

Non-Voting Members and/or Guests: Courtney Diputado (Technology Training & Development Coordinator), Rikki Hall (Admissions & Records), Matthew Muterspaugh (Distance Education), Lyssa Shabusheva (Office of Instruction, notetaker), Penny Wilkins (Business, DE Specialist), Roseanne Erwin (Librarian), Nicole Dove (Counseling), Joan Williams (World Languages), Nina Ghiselli (Counseling), George Olgin (English), Caitlin Mitchell (English), Laurie Huffman (World Languages), Aprill Nogarr (English), Marie Kauffman (Communication, Speech), Jill Bouchard (Biology), Matt Stricker (Math)--BRT

#	Topic/Activity	Lead	Outcome	Time
1	Call to Order	Sara	A	2 pm
2	Announcements and Public Comments	Sara and Erlinda	I, D	5 minutes
3	Review and approval of Agenda	Sara	I, D, A	2 minutes
4	Review and approval of Minutes	Sara	I, D, A	3 minutes
5	District DE Dashboard	Erlinda	I, D	5
6	Process for approving Canvas Tech Integrations <ul style="list-style-type: none">LMC Tech Form Updated Draft	Sara and Erlinda	I, D	10 minutes
7	RSI Variable FLEX Planning <ul style="list-style-type: none">April 18th	Sara	I, D	15 minutes
8	Orientation Modules and onboarding for Online Classes	Laurie	I, D	10 minutes

9	Curriculum Committee Role <ul style="list-style-type: none"> Resource or voting member? 	Sara	I, D	5 minutes
10	Future Agenda Items	Erlinda	I, D	3 minutes