

Distance Education (DE) Committee Agenda

Monday, March 3rd 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, Matt Stricker (Math)--BRT

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)

#	Topic/Activity	Lead	Outcome	Time
1	Call to Order	Sara	A	2 pm
2	Announcements and Public Comments <ul style="list-style-type: none">• RSI Variable FLEX• RSI Canvas Shell Update	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	2 minutes
5	Ryan's Update—Accreditation Questions Answered	Sara and Erlinda	I, D	10 minutes
6	Techsmith LMC site license, Camtasia, SnagIt, PRONTO	Sara and Erlinda	I, D	10 Minutes
7	Process for approving Canvas Tech Integrations	Sara and Erlinda	I, D	25 Minutes

8	Future Agenda Items	Erlinda	I, D	4 Minutes