

Minutes: Distance Education Committee

Room L215 Pittsburg, Rm 125 Brentwood and via Zoom
Monday, February 3rd, 2025 2-3pm

Present voting:

Sara Toruño-Conley DE Co-Chair,
Erlinda Jones DE Co-Chair
Benaz (Boe) Mendewala
Maria Perrone
Ozlem Guclu
Cindy McGrath (*arrived at 2:22pm*)

Present non-voting:

Roseanne Erwin
Courtney Diputado
Rikki Hall
Matthew Muterspaugh
Lyssa Shabusheva
George Olgin
Jill Bouchard
Matthew Stricker
Michele Mack
Ryan Pedersen
Aprill Nogarr

Absent voting:

Call to Order

The meeting was called to order at 2:03 pm

Announcements and Public Comments

Pittsburg meeting room was switched to L215 because it was thought there

Lyssa shared that adjunct instructors will be receiving their load sheets from the office of Instruction on 2/7/25, and that Department chairs may be contacted for further assistance by the instructors.

Sara welcomed Erlinda Jones as the Co-chair of the DE committee.

Sara shared that there was a possible sighting of an Immigration officer at one of the classrooms at the Pittsburg campus.

Ryan gave an update on the conversation with the ACCJC and requested the topic as a future agenda item.

Teleconference Waiver

None.

Agenda

Approved (Boe/Ozlem) 5/0/0 Unanimous

Minutes

Approved with 5 edits (Boe/Ozlem) 5/0/0 Unanimous

Meetings and Membership Review

Members discussed the room L215 for future meetings, and agreed that this is a suitable room for future meetings for the Spring 2025 meetings.

Co-chairs consulted the DE position paper to see if there was a specific composition expected for the membership.

Cindy mentioned that there is a difference between being a subcommittee of the academic senate and a shared governance committee.

Roseann pointed out that the brown act taskforce last year had documents that could identify the historic details regarding the DE committee status.

Cindy mentioned that if a sub body were to suggest a policy it would make the sub body also the same type of body as the overhead governing body that will approve or adopt the policy.

POMP (Peer Online Mentorship Program) Update

Sara is recruiting mentees for the Peer Online Mentorship Program for anyone who is interested in aligning to the CVC OEI badging. The program is valuable, and helpful in supporting you by providing you with feedback throughout the semester.

Currently, the Program is RAP approved, which is limited to the Fiscal year, and that makes it difficult to recruit mentors on a consistent basis. Program is approved for \$96000.

The mentor training can be taken now.

The mentee should be someone who has taught the class asynchronously for at least one semester. Sara will be looking into the possibility of pay for going through the training to become a mentor.

RSI Canvas Shell and Professional Development for Spring

Sara shared the RSI Canvas shell on the projector and on Zoom.

The co-chairs would like to expand the shell by including more Professional Development content surrounding organizing and structuring departments' adjuncts resources.

One of the suggestions in the Pittsburg room was adding the POMP opportunity

George mentioned that the Padlet that Sara had up during the SP25 FEX had some amazing ideas that would be beneficial to see in the shell as well.

Lyssa suggested reaching out to Sheri Woltz to get the Canvas Shell added to the OOI newsletter for March 2025.

Moots mentioned he would be interested in holding monthly Friday lunch conversations around RSI to keep the momentum going.

Sara and Erlinda mentioned they do hold a drop-in hour.

Cindy chimed in that the CTE meetings would also be a great communication way.

Future Agenda Items

Sara will check in on RSI, Padlet, Ryan's ACCJC, March 31st is an optional date for a meeting date, Brown Act (membership, clarification).

Next meeting is March 3, 2025.

The meeting adjourned at 2:58PM

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