**Minutes: Distance Education Committee**

Room L105 Pittsburg, Rm 125 Brentwood and via Zoom

Monday, November 18th 2024, 2-3pm

Present:Katie Berryhill, Jill Bouchard, Courtney Diputado, Roseanne Erwin, Ozlem Guclu, Benaz (Boe) Mendewala, Laurie Huffman, Erlinda Jones, Cindy McGrath, Caitlin Mitchell, Keri Palaswz, Maria Perrone, Matthew Stricker, Penny Wilkins, Joan Williams

Administration Support: Matthew Muterspaugh  Virginia Richards

Minute-taker: Laurie Huffman

Absent: Marie Kauffman, Cindy McGrath, Aprill Nogarr, Adrianna Simone ,Nicole Westbrook, Ryan Pederson (admin support)

**Call to Order**

The meeting was called to order at 2:00 pm

Quorum was reached.

**Announcements and Public Comments**

•The nursing department is asking if someone from the Committee can present to their interns on Saturday, December 6th. Please email Laurie for more information.

•DE will host Focused Flex on January 22nd and we are asking for volunteers

•Sara is at an English Dept. meeting today

•Cindy announced that the Journalism students will hold a panel discussion, tomorrow, November 19th.

\*Our last meeting will be the first Monday of December

**Teleconference Waiver**

Laurie Huffman

**Minutes**

October 7th and November 4th minutes passed by committee

**Agenda**

Passed by Committee

**Contract Language and Online Faculty Evaluation negotiations**

Laurie sent a summary of last meeting’s concerns regarding the new language for DE in person office hours beginning in the Fall of 2025 to the UF e-board. She met with Jason to discuss the new contract language and this new mandate is not an option for faculty. Voting will occur this week via faculty email.

**Presentation – Courtney Diputado**

Courtney presented options for use of AI in our Canvas design -Beta. She walked us through the options in Canvas and answered questions as she modeled what faculty can do with AI within Canvas. She will be offering additional FLEX sessions in January on this topic

**Presentation- Ozlem Guclu**

Ozlem shared a slide show where she demonstrated the use of AI in teaching math. The slides will be uploaded into the DE Website.

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The meeting adjourned at 3PM

Next Meeting, Monday, December 2nd , 2024

Room L125 Pittsburg, Rm 225 Brentwood and via Zoom