

## Los Medanos College—Distance Education Committee—Agenda

Date	Time	Zoom
11/15/21	2:00 pm – 3:00 pm	<a href="https://4cd.zoom.us/my/scott4cd" style="color: white;">https://4cd.zoom.us/my/scott4cd</a>

**Members:** Scott Hubbard, Chair; Janith Norman; Penny Wilkins; Nicole Almassey; Rachel Anicetti; Rikki Hall; Natalie Hannum; Nicole Westbrook; Sharlice Wright; Veronica Turrigiano; Matt Stricker; Aprill Nogarr

**Meeting Dates:** 9/20, 10/4, 10/18, 11/1, 11/15, 12/6

#	Topic/Activity	Lead	Outcome	Time
1	<i>Call to Order</i>	S. Hubbard		1 minute
2	<i>Announcements and Public Comments</i> • <a href="#">Canvas name change code guide</a>	S. Hubbard	I, D, A	1 minute
3	<i>Approve Minutes</i>	S. Hubbard	I, D, A	1 minute
4	<i>Approve Agenda</i>	S. Hubbard	I, D, A	1 minute
5	<b>Curriculum Committee Request — Updating the Online Addendum Form</b> • Morgan has requested us to discuss whether we should remove the “emergency box” on the online addendum form	S. Hubbard	I, D, A	20 minutes
6	<b>DDEC Update — Possibility of Removing the Option for Combined Sections on Canvas</b> • There has been quite a bit of discussion at DDEC about removing the option for faculty to combine sections of the same course on Canvas. • We should discuss the pros, cons, and next steps.	S. Hubbard, N. Almassey	I, D, A	15 Minutes
7	<b>Planning Committee — Go Over Employee Engagement Survey Results</b> • Planning Committee requests us to go over the survey results and give any feedback and big takeaways.	S. Hubbard	I, D, A	15 Minutes
8	<b>DE Coordinator Update</b> • Janith will give us an update on any issues she would like.	J. Norman	I, D, A	10 Minutes
9	<i>Adjournment</i>	S. Hubbard	I, D, A	1 Minute

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



Scott Hubbard is inviting you to a scheduled Zoom meeting.

Topic: Scott Hubbard's Personal Meeting Room

Join Zoom Meeting

<https://4cd.zoom.us/j/2049642862>

Meeting ID: 204 964 2862

One tap mobile

+16699006833,,2049642862# US (San Jose)

+12532158782,,2049642862# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 204 964 2862

Find your local number: <https://4cd.zoom.us/u/anDpaznhK>