

## Los Medanos College—Distance Education Committee—Agenda

Date	Time	Zoom
03/07/22	2:00 pm – 3:00 pm	<a href="https://4cd.zoom.us/my/scott4cd" style="color: blue; text-decoration: underline;">https://4cd.zoom.us/my/scott4cd</a>

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

**Meeting Dates:** 2/7, 3/7, 3/21, 4/4, 4/18, 5/2, 5/16

#	Topic/Activity	Lead	Outcome	Time
<b>1</b>	<i>Call to Order</i>	S. Hubbard		1 minute
<b>2</b>	<i>Announcements and Public Comments</i>	S. Hubbard	I, D, A	1 minute
<b>3</b>	<i>Approve Minutes (<a href="#">draft here</a>)</i>	S. Hubbard	I, D, A	1 minute
<b>4</b>	<i>Approve Agenda</i>	S. Hubbard	I, D, A	1 minute
<b>5</b>	<b>DSPS and Online Courses</b> • We will discuss best practices and ways to support DSPS students in online courses.	J. Norman, H. Lindgren	I, D, A	15 minutes
<b>6</b>	<b>EMP Portion Due by April 1</b> • Cabinet and Planning Committee has asked us to contribute to the first two sections of the EMP on eLumen, as relating to Distance Education. • “Contributors enter the objective(s) for their respective committee, group, and/or initiative (including Output & Outcomes); and successfully aligned each objective with an LMC EMP 2020-2025 goal or objective.” <a href="#">Contributor guide PDF link</a> • We can view and contribute on the <a href="#">EMP on eLumen</a>	S. Hubbard	I, D, A	15 Minutes
<b>7</b>	<b>Updating OA form in eLumen</b> • Curriculum committee has asked us to consider updating the online addendum again in eLumen, to move away from a separate form. • We can look at a DVC example ( <a href="#">link here</a> )	S. Hubbard	I, D, A	15 Minutes
<b>8</b>	<b>DDEC Items Requesting Feedback</b> • District DE Strategic Education Plan Feedback ( <a href="#">draft here</a> )   <a href="#">Canvas shell</a> • <a href="#">Districtwide Guidance on Determining Online Attendance</a> (draft) — feedback desired • Merging course shells — any feedback for DDEC?	S. Hubbard	I, D, A	15 Minutes
<b>9</b>	<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

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