

**VC DE Advisory Group Agenda**  
**October 13, 2022, 3-4:30 pm**  
 Hosted via Zoom <https://vccd-edu.zoom.us/j/98161605150>

<b>Committee Members</b>						
Constituency	Representative		Constituency	Representative		Constituency
Faculty Tri-Chair (Biology)	Jennifer Garner		Faculty	Chloe Branciforte		Faculty (Spanish)
Administrative Tri-Chair (Dean)	Debbie Newcomb		Faculty (Library)	Linda Kennedy		Faculty (Business)
Classified Tri-Chair	Matthew Moore		Faculty (Econ)	Ara Khanjian		Faculty (Math)
Administrative (Dean)	OPEN		Faculty (Biology)	OPEN		Faculty (Sociology)
Administrative (VP)	Jennifer Kalfsbeek-Goetz		Faculty (Poli Sci)	Corinna McKoy		Faculty
Faculty (Chemistry)	Erin Brocker		Faculty (Physics)	Hugh O'Neill		Classified
Faculty (Athletics)	Joey Ramirez		Faculty (Art)	Meg Phelps		Classified
Faculty (Counseling)	Sheehan Casey		Faculty (English)	OPEN		Classified
Faculty (History/AES)	Rubisela Gamboa		Faculty (History)	Ray Tracy		Classified
Faculty (History)	Colleen Coffey		Faculty (Communication)	Jamie Harmon		Student Rep.

Agenda Item	Discussion Notes	Action?
<b>1. Welcome and Guests (Matt Moore)</b> a. Ice breaker- (Matt Moore)		
<b>2. Consent Agenda and Minutes: Minutes for September 8, 2022 / Agenda October 13, 2022</b>		
<b>3. Discussion Items</b> <ul style="list-style-type: none"> <li>• <b>Tips for Evaluators (Sharon)</b></li> <li>• <b>Goals (Jennifer G)</b> <ul style="list-style-type: none"> <li>○ <b>Suggested Goals 2022-2023</b> <ul style="list-style-type: none"> <li>▪ <a href="#">RSI Training on VC Hub</a></li> <li>▪ DE Handbook Revision – accreditation</li> <li>▪ Goal Worksheet (homework)</li> </ul> </li> </ul> </li> <li>• <b>DEETAC Faculty Representatives: (Matt)</b> <ul style="list-style-type: none"> <li>○ 2 Voting members (1 co-chair)</li> </ul> </li> </ul>		

<ul style="list-style-type: none"> <li>○ 1 Online counselor (if possible)</li> <li>○ 1 Librarian (if possible)</li> <li>● <b>CVC Updates (Sharon)</b></li> </ul>		
<p><b>4. New Tools and/or Demonstrations</b></p> <ul style="list-style-type: none"> <li>● Tidy Up (Your Feedback) (Sharon / Matt)</li> <li>● Feedback Fruits (Oct 19 Demo) (Linda, Meg, and Ali)</li> <li>● Canvas Studio Editing (Matt)</li> </ul>		

**Purpose:** The mission of the workgroup is to focus on the delivery of distance education and student support services for online courses, partially online courses, and on ground courses. The workgroup will take a proactive role in educational, technological, and professional development issues pertaining to distance education.

**Vision:** We will provide quality distance education services that enhance students' opportunities to be successful in their educational pursuits.

**2021-2022 Goals:**

1. Provide faculty with actionable resources in preparation of the 2022 ACCJC accreditation audit.
2. Devise support strategies for faculty new to online teaching through peer support/mentoring program.
3. Create a work group to explore options for fostering academic integrity in course design and proctoring.