



# Distance Education Committee

## Meeting Agenda

**Date:** Mon. July 20, 2020    **Time:** 10:00am-12:00pm    **Location:** Zoom

Requested Attendees			
Maritez Apigo (Chairperson)	Carlos-Manuel Chavarria	James Eyestone	Anthony Gordon
Maritza Guerrero	Michael Kilivris	Monica Landeros	Kristin Lassonde
Jessica Le	Magda Mercado	Lauren Nahas	Jennifer Ounjian
Dionne Perez	Francis Reyes	Karen Ruskowski	Bashir Shah
Erica Watson			

**10:00 am** Welcome & Housekeeping: Recorder of Meeting Minutes, membership

**10:05 am** Announcement of New DE Team Members

- **DE Coordinator:** Maritez Apigo
- **4 Instructional Designers:** Monica Landeros, Lauren Nahas, Erin Kelmereit (external), and Denise Maduli-Williams (external)
- **Accessibility Specialist:** Kristin Lassonde
- **DE Student Support Specialist:** Erica Watson
- **POCR (Peer Online Course Review) Lead:** Michael Kilivris
- **OER (Open Educational Resources) Coordinator:** Maritez Apigo

**10:10 am** Fall Faculty Professional Development

- Fall Flex Forum on Wed. Aug. 19, 8am-4pm, [draft graphic](#), need co-pilots for chat and Q&A
- [Online Teaching Essentials](#) shell

**10:40 am** Student Support Resources

- [Quest for Online Success](#) and certificates
- [Student Workshops](#) shell
- Canvas template orientation module

**11:20 am** Technology

- Canvas Studio
- Pronto
- Ally

- 3CMedia

**11:40 am** DDEC Membership

**11:50 am** Review of Next Steps and Action Items

**12:00 pm** Adjourn