VC DE Advisory Group Minutes
October 13, 2022, 3-4:30 pm
Hosted via Zoom https://vcccd-edu.zoom.us/j/98161605150

Committee Members								
Constituency	**Representative**		**Constituency**	**Representative**		**Constituency**	**Representative**	
Faculty Tri-Chair (Biology)	Jennifer Garner	x	Faculty	Chloe Branciforte		Faculty (Spanish)	Araceli Trujillo	x
Administrative Tri-Chair (Dean)	Debbie Newcomb	x	Faculty (Library)	Linda Kennedy	x	Faculty (Business)	Nick Norris	x
Classified Tri-Chair	Matthew Moore	x	Faculty (Econ)	Ara Khanjian		Faculty (Business/MA)	Nicole Falco	
Administrative (Dean)	OPEN		Faculty (Biology)	OPEN		Faculty (Sociology)	Daniella Graves	x
Administrative (VP)	Jennifer Kalfsbeek-Goetz		Faculty (Poli Sci)	Corinna McKoy		Faculty	Stephen Peluso	x
Faculty (Chemistry)	Erin Brocker	x	Faculty (Physics)	Hugh O'Neill	x	Classified	Sharon Oxford	x
Faculty (Athletics)	Joey Ramirez		Faculty (Art)	Meg Phelps	x	Classified	Ali Olson-Pacheco	x
Faculty (Counseling)	Sheehan Casey	x	Faculty (English)	OPEN		Classified	OPEN	
Faculty (History/AES)	Rubisela Gamboa		Faculty (History)	Ray Tracy	x	Classified	Andy Lucas	
Faculty (History)	Colleen Coffey	x	Faculty (Communication)	Jamie Harmon	x	Student Rep.	OPEN	

Agenda Item	Discussion Notes	Action?
1. **Welcome and Guests (Matt Moore)** a. Ice breaker- (Matt Moore)	M. Moore led an icebreaker called Two Truths and a Lie.	
2. **Consent Agenda and Minutes: Minutes for September 8, 2022 / Agenda October 13, 2022**	Consent Agenda and Minutes- approved and adopted	

3. **Discussion Items**
  • **Tips for Evaluators (Sharon)**
  • **Goals (Jennifer G)**
     ○ **Suggested Goals 2022-2023**
        ▪ **RSI Training on VC Hub**
        ▪ DE Handbook Revision – accreditation
        ▪ Goal Worksheet (homework)
  • **DEETAC Faculty Representatives: (Matt)**
     ○ 2 Voting members (1 co–chair)
	S. Oxford briefly explained an evaluation checklist used by Oxnard College; it provides tips to peer evaluators evaluating online Canvas courses. Many voiced their concerns. Various group members suggested proceeding cautiously and getting approval from Academic Senate before implanting a similar list. N. Norris expressed his liking for having a checklist that provides guidance. He also shared his personal experience with being a new peer evaluator.
	M. Phelps created a goal spreadsheet and shared it with the group. J. Garner read some of the suggested goals. The group	

o 1 Online counselor (if possible) o 1 Librarian (if possible) • **CVC Updates (Sharon)**	discussed each one briefly. The conversation about goals will continue at the next DEAG meeting on November. 08, 2022	

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 though peer support/mentoring program.
3. Create a work group to explore options for fostering academic integrity in course design and proctoring.