Agenda Items	Activities and Outcome		
Members:	**Committee 2020-21**		
	Ashley Arnold F (AFA)	Lisa Beach A (Co-chair by position)	Katie Seder F
	Paulette Bell F	Michael Roth EX	Mary-Catherine Oxford A
	Alice Hampton F	Catherine Williams F (P)	Amanda Greene F
	Jessica Harris F	Debbie Gonnella C	Liko Puha C
	Jurgen Kremer F (Faculty Co-chair)	Michele Larkey C	Michelle Vidaurri EX
	Salvador Rico F	Kerry Loewen A	
Conversation with Academic Senate President, Julie Thompson and AFA President, Sean Martin (30 mins.)	• Online expertise – title 5 and Board Policy • Office hours/response times • Class meeting times • Instructional software • DE staffing support for faculty • Other Q&A from committee members		
Online expertise follow up (20 mins.)	•		
Approval of minutes December 9, 2020 and February 10, 2020 meeting (send with agenda)	•		
Resolution regarding DE staffing (send with agenda) (20 mins.)	•		

Instructional Software (20 mins.)	• Survey
	• Subcommittee report
	    a. Selection criteria
	    b. Budget process/needs
	    c. Support/integration		

Current issue check-in	•		
New business	•		
Future business	•		

Committee Function [CF]: 1) Promote the knowledge and understanding of Distance Education across the District. 2) Provide a forum for the discussion of and assisting with online issues related to curriculum development, faculty training, and faculty support. 3) Conduct regular

assessment to determine online learning needs. 4) Develop and recommend District policy and procedures in the area of online learning. 5) Maintain a set of best practice recommendations for online instruction. 6) Provide input on the Online Learning website. 7) Provide advice as requested on matters related to online instruction. 8) Consult with the Educational Planning & Coordinating Council (EPCC) on matters related to online instruction.