



## District Online Committee - Minutes

**Wednesday, September 14, 2022; 1:00-3:00 p.m.**  
**2nd Wednesday of each month**

**CETL (3<sup>rd</sup> Floor Doyle Library)**  
**Zoom Meeting ID: 938 9594 3549,**  
**Passcode: 95401**

<b>Attendees:</b>	Andrea Alvarado (F) Maria Banachowicz (C) Lisa Beach (A-Co-chair by position) Delashay Carmona Benson (S) Deidre Frontczak (F-AFA) Alice Hampton (F)	Tara Jacobson (F) Rocio Jimenez (S) Noelle Lavoie (F) Kerry Loewen (A) Michael McKeever (F)	Mary-Catherine Oxford (A) Liko Puha (C) Mike Roth (EX-officio) Kim Starke (Ex-officio) Kyle Wallstrom (C) Ethan Wilde (F) Catherine Williams (F)
<b>Agenda Items</b>	<b>Activities and Outcome</b>		
<b>Welcome and Introductions</b>	Welcome to 2 new student members of DOC, Rocio Jimenez and Delashay Carmona Benson.		
<b>Notetakers</b>	Alice Hampton will take notes in the October meeting. We are looking for more volunteers and will assign note-takers via rotation if no one else volunteers.		
<b>Committee Charge</b>	<p>Nancy Persons – Concern about the DOC investing time in defining our committee charge:</p> <ul style="list-style-type: none"> <li>College council is about to begin a shared governance re-org that may affect us.</li> <li>First they need to look at College Council's charge, and then how to approach the shared governance re-org.</li> </ul> <p>Suggestions for our work in the meantime:</p> <ul style="list-style-type: none"> <li>Collect information about what other DE Committees are doing, how they are structured, and what their charges are</li> <li>Make a list of key issues that need attention</li> <li>Consider what we do not think we should be responsible for</li> <li>Consider whether a member of AS Exec attend DOC meetings</li> </ul>		

<b>Election of Faculty Co-Chair</b>	Tara Jacobson expressed interest in being faculty co-chair. The committee unanimously approved Tara Jacobson as faculty co-chair.
<b>Open Forum</b>	
<b>Future business</b>	

**Note-takers for 2022/2023:**

**September:** Lauren Mitchell Nahas | **October:** Alice Hampton | **November:** | **December:** | **January:** | **February:** | **March:** | **April:** | **May:**

**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.