

Distance Education Committee Meeting Minutes

Date: August 27, 2024

Location: AC 229 and [Zoom](#)

Present: Maria Coulson, Andy Haber, Joshua Kas-Osoka, Stacey Lince, Kathleen Smyth, Cari Torres

Absent: Erik Dunmire, Dong Nguyen, Rachel Klein, Cara Kreit, Jessica Park, Emily Schaefer, Burton Schane

Agenda: Approved

Minutes: Approved

Meeting Topics

- Welcome back introductions
- DEC Charge
 - Reviewed [DEC Charge](#) for membership requirements
 - Date on the website needs to be updated
 - Revised the last bullet point during DE Plan writing which was brought to senate
- Committee membership needs/openings
 - Senate President needs to appoint more faculty
 - Elle is no longer at the college
 - Recommend SAS Counselor to take the spot
 - Maria Coulson reached out to Ingrid Kelly and Carl Freshl
 - Ingrid responded and is now officially appointed
- Meeting times
 - 11:00 works for majority of members. Will keep the same time and weeks.
- DEC goals for 2024-25
 - How we can prepare ourselves for the instructional technology in the new building
 - Who is involved with the instructional technology selection?
 - Can we be a part of that group?
 - Will discuss future goals when we have full seats on the committee

Action Items

- Stacey will follow-up with Shook to update date of website change

Adjourn: 11:25

Next Meeting: September 27, 2024