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| --- | --- |
| Purpose | DEPC plans and recommends innovative and creative opportunities that use distance learning to meet the diverse needs of the District’s students; serves as a resource to the DE dept.; and engages with & makes recommendations to the Academic Senate, faculty, staff and administrators in matters of policy, practice and pedagogy regarding distance learning and technology-enhanced instruction. |
| Meeting Outcomes | DEPC preparation for accreditation site visit |
| Agreement on committee member responsibilities |
| Meeting schedule and major projects for Fall will be identified |
|  | |
| Preparation Required | Review last meeting’s notes |
| Review Standard 2 of the ISER, pages 96 – 173: (<https://www.redwoods.edu/Portals/30/Accreditation/Reports/College%20of%20the%20Redwoods%202017%20ISER%20web.pdf>) |
| Review DE Functional Plan |
|  | |
| Committee Members | Cathy Cox (Co-chair) Philip Mancus Lisa Sayles (Co-chair) Wendy Riggs Reno Giovannetti Mark Winter Rianne Connor *Vacant - Student* James Hays  Stephanie Burres |
| *Record who was present here* | |
| Meeting Leader and/or Facilitator | Cathy Cox and Lisa Sayles |
| Recorder | Stephanie Burres |

To participate remotely, access the meeting through WebEx:  
<https://redwoods.webex.com/meet/Distance-Ed>

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| What | How | Who | When |
| **Opening** | * Review agenda and anticipated outcomes * Review/Approve notes from last meeting * Q&A on reports from committee members | Cathy | 3:00 – 3:10 |
| **Notes:** | | | |
| 1. DE-related accreditation standards | Presentation and Q/A session | Angelina Hill | 3:10 – 3:40 |
| **Notes:** | | | |
| 2. Committee charge and member responsibilities | Discussion | Lisa | 3:40– 3:45 |
| **Notes:** | | | |
| 3. Meeting schedule and major projects for Fall |  | Cathy | 3:45 – 3:55 |
| **Notes:** | | | |
| **Close** | * Summarize agreements * Review next steps * Evaluate the meeting (+'s and ∆’s) | Cathy | 3:55 – 4:00 |
| **Notes:** | | | |

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