DEC Meeting—Minutes

September 10, 2013

(1-2 pm, L116)

(Present: Lisa Storm, Renata Funke, Lindsey Bartomen, Rhea Mendoza-L., Maria Teutsch, Peggy Mayfield, Tina Esparza-L., Jorge Sanchez, Megan Blevins)

Call to order (Jorge S.) (1:05)

General Announcements: (1:10-1:15)

- Jorge Sanchez will remain as chair
- DE course load equivalency tabled (Ann D.)
  - Ann DeJesus Riley was unable to attend, so the item is tabled for our next meeting.

DE Program Mission Statement (Renata F.) (1:15-2:00)

Renata took over the rest of the meeting to discuss the following DE Plan for 2013 items with the committee:

- DE Advisory Group: This group needs to be established by the end of the semester to work on the DE Plan for 2013. Lindsey, Lisa and Tina volunteered to serve. Lisa will work on the faculty evaluation part and Tina on curriculum. Teacher and student evaluation forms need to be generated. The DEC has already produced a teacher evaluation form approved by the Academic Senate.
- Mission Statement: The adhoc advisory group will revamp the mission statement for the DE Plan for 2013.
- Plan vs. Course Curriculum: We need to decide which route to go.
- DEC Liaison: This would be a new position with either release time or a stipend. Renata proposed that the DEC chair serve as liaison so as to work with Etudes and other tech needs. The new technology assistant, M. Blevins, was also considered to undertake the role of liaison but we were all unsure if his position as staff permitted him to fulfill this role.
  - The DEC voted to support the creation of the DE program liaison position. Renata will continue working on the details of this position in relation to the DE program and the DE Plan.
- Etudes DE course assessment to be developed with the assistance of Sheryll O’Donnel and Kathy Mendhelson.
  - Information needed--% of DE classes being taught.