

MINUTES OF THE DISTANCE EDUCATION COMMITTEE

9/10/2025 meeting

Tammy Boates, Tina Esparza, Chris Svendsen, Ana Gonzalez, Trish Sullivan, Nancy Wheat, Jacob Jun, Liz Morales, Gio Santovito, Kelly Locke, Cheryl O'Donnell (guest),

1. Introduction of New Members (Gio Santovito, Trish Sullivan, Cris Svendsen)
2. Facilitator rationale and role
 - a. Kelly is facilitating meetings in the absence of a DEC chair. Role is to call meetings, send out agendas/meeting notes, assist with meeting logistics and assist with liaison of committee and Senate.
3. Update on First Priority work of the committee for Fall semester– reminder of where we left off, orient new members to the work–Tina
 - . What is the RSI scorecard? RSI scorecard went to Senate, got feedback, revision in committee started
- i. Tina explained the history of the creation of the RSI scorecard. Originally planned to be used to identify faculty to target for additional training. Current version is a self assessment for faculty to use to see how they are meeting up to the [ACCJC Quality Continuum](#) standards. (pages 2-3)
4. Work on RSI Scorecard most recent version–Tina
 - . Goal of the form
 - . faculty self assessment, identify their own need for additional professional development,
 - i. Bring awareness of all the ways to engage and interact with students in an online class (RSI)
 - ii. Assist visiting team in finding the information they need for site visit. This seems challenging and was making the form feel a little daunting. (Kelly's note after a post meeting conversation: I can invite Gayle to our next meeting to talk about what the visiting team will be doing so DEC can clarify how much of this assistance and listing modules/locations for things is necessary).
 - a. Updates were made to make the form easier to use
 - b. Form will be piloted with small group of faculty to get further feedback.
5. Updated plan for metamajor faculty specialists to assist their metamajor faculty
 - . A member was calling them coaches. Will that be the term to use?