



Cañada DEAC Minutes

December 6, 2023

12.30 pm – 1:30 pm (Please note change)

13-337 |

<https://smccd.zoom.us/j/82474658524?pwd=S0VUVzA1eWo4S0JnWVlWdktMT0hOUT09>

Meeting ID: 824 7465 8524 | Passcode: 708689

Introduction and Welcome:

- The meeting commenced with a warm welcome and an introduction to the agenda.
- Participants shared their individual goals for the meeting.

Reflection on Progress:

- The committee reflected on the achievements of the first semester.
- Acknowledgments were made for contributors, with a focus on planning for the upcoming spring semester.

Changes and Plans for the Future:

- Discussions centered around implementing changes for increased productivity.
- A commitment was made to shape plans for the spring to better serve faculty and students.

Engaging Participants:

- Active engagement involved participants sharing their goals and insights for the New Year.
- Emphasis on understanding community needs for improved service.

Discussion on Data Needs:

- Terra Morris led a discussion on understanding the committee's data needs to assist in achieving goals.

Updates on Training Programs:

- Updates were provided on training programs (QOTL and POCR) and plans for strategic planning and awareness.

Information Sharing with Counselors:

- Sandra Mendez emphasized the importance of information to share with counseling departments, particularly in online teaching.

District-Level Updates and Initiatives:

- Updates on district-level initiatives, including Qtl's potential refresh and the Home and Teaching College initiative.
- Mention of the District DEAC becoming a subcommittee of the District Academic Senate.

Defining Synchronous Courses:

- The committee discussed the need for a unified definition for all synchronous online courses.

Current Lack of Distinction:

- Highlighted the lack of distinction in the system for synchronous courses, necessitating a standardized definition.

Urgency and Deadline:

- Emphasis on the urgency to finalize definitions before the scheduled banner update, aiming for completion by Monday.

Involvement of District Office:

- Definitions to be sent to the District Office, involving Carrie Mitchell and District teaching and learning for review.

Feedback Requested:

- Participants encouraged to review and provide comments on definitions for clarity and broad understanding.

Challenges for Students:

- Concerns raised about potential confusion, especially with partially synchronous courses. Emphasis on clear schedule information.

District-Wide Consistency:

- Assurance that definitions will be consistent across the district, meeting federal requirements.

Multimodal Courses and Student Groups:

- Discussion on communicating information to international students and veterans in multimodal courses. Proposed language for syllabi presented for feedback.

The meeting concluded with discussions related to distance education plans, data collection, and student feedback on modalities. The participants reviewed key points from past meetings and plans, aligning with the college's educational master plan and enrollment plan. The use of Slido.com for engagement and upcoming events like the ACT meeting and district-wide Flex Day were highlighted. The minutes closed with light-hearted banter about meeting takeaways and the need for recording edits.