

Online Education Committee

September 6, 2022

4:00--5:00pm

Location: Zoom

Meeting Summary

**Members** (\*= absent)**:** Amber Gillis (Chair), Michelle Velasquez Bean (2nd), Monica Ambalal, Jessica Bush\*, LaQuita Jones, Benny Ng\*, Rebecca Orozco, Mohamad Sharif-Idiris

1. Welcome by chair at 4:03 p.m. and introductions by all members.
2. Adopted the agenda.
3. Discussion Items
	1. Online Education paper—chair reviewed the major elements of the paper passed to us from last year’s committee; chair will create new Google doc and give assignments for paper sections. Completed paper due to body by fall of 2023, so we will complete the paper by spring 2023. Reviewed difference between ASCCC white paper and position paper.
	2. Goal-Setting—chair asked for ideas on what committee members would like to prioritize and realistically complete (quality and not rushed work). Chair will create a Google doc for wish list ideas for this year’s work priorities.

Committee ideas:

* + - Preparing accessible courses
		- Creating video lectures for online education
		- Directives on best practices for synchronous “disruption” and safety guidelines—perhaps can be a resolution for model practices and guidelines.
			* Chair will create a Google doc to share resolution draft
	1. Rostrum submission dates for 2022-2023

[Rostrum Editorial Guidelines](https://asccc.org/sites/default/files/Editorial%20Guidelines%20for%20the%20Rostrum.pdf)—chair reviewed the requirements for articles; usually about 1,500. Chair suggested that the committee create themes to lean toward for articles at next meeting. Rostrum article due dates:

* + - * September 18, 2022
			* January 22, 2023
			* March 5, 2023
1. 2022-2023 Meeting Schedule—meetings will be once a month for an hour; chair requested that members send her email with days that work or don’t work for each member.
2. Adjournmentat 5:01 p.m.