

OEI Steering Committee  
May 8, 2015  
Face-to-Face Meeting  
Embassy Suites Sacramento-Riverfront  
100 Capitol Mall  
Sacramento, CA, 95814

1. Welcome (Fabiola Torres, John Freitas) 9:30 - 9:40
  2. ACTION: Approve minutes from last meeting (Fabiola Torres) 9:40 – 9:45
  3. Executive Director Report (Pat James) 9:45 - 10:00
  4. Management Team Reports 10:00 - 10:30
    - \* Proctoring Update (Jory Hadsell)
    - \* Course Design Rubric Accessibility Update (Michelle Pilati)
    - \* Reports on Student Readiness and Tutoring Pilots (Bonnie Peters, Jory Hadsell)
    - \* Google Apps update (John Makevich)
    - \* Additional brief updates (Management team)
  5. Reciprocity Summit Report (Pat James, Bonnie Peters, John Makevich) 10:30-11:00
  6. Canvas update (Steve Klein) 11:00-11:30
  7. ACTION: Suggested steps document on "How to have a Conversation about changing to Canvas" (John Freitas, Pat James) 11:30 - 12:00
- LUNCH 12:00-12:45
8. OEI Planning Overview (John Makevich, Michael Agostini) 12:45-1:30
  9. Recap from last time - defining the relationship between the Steering Committee, the Consortium, and the Management Team (Pat James, John Makevich, Fabiola Torres) 1:30-2:00
  10. ACTION: Creation of Accessibility Workgroup (Jayme Johnson) 2:00 - 2:15
  11. Why SC members aren't attending the meetings (Fabiola Torres, John Freitas) 2:15-2:30
  12. Communication: Basecamp (Dissemination of information to our campuses and/or DE Coordinators) 2:30-2:35
  13. Steering Committee Meeting Calendar (Fabiola Torres, John Freitas) 2:35-2:45

14. Wrap up - Things for next time (Fabiola Torres, John Freitas) 2:45-3:00

15. Announcements, adjourn

#### ZOOM Information

Topic: OEI Steering Committee

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