

**DE Committee**

**Meeting Agenda**

**Thursday, Sept. 12, 2024**

**12:50PM-1:50PM, Location: NOC 102**

[Zoom Link](#)

**MEMBERSHIP**

- Sandra Popiden (Faculty Co-Chair, Social & Behavioral Sciences)
- Courtney Doussett (Dean) – Administrative Co-Chair
- Bibiana Lopez (Math, Engineering, Computer Science & Game Development)
- Laura Adams (Social & Behavioral Sciences)
- Caroline Hutchings (Math, Engineering, Computer Science & Game Development)
- Eric Doucette (Business and Management)
- Sharese Tronti (Natural Sciences, Health and Kinesiology)
- Kristin Rigby (Communication, Humanities, and Languages)
- Aaron Hall (ASNC Representative)

**VISITORS**

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**AGENDA**

**1. Call to Order**

- o Welcome & Introductions

**2. Action Items**

**2.1 Approval of Agenda**

- o First
- o Second
- o Status

**2.2 Approval of [DEC May 9, 2024 Meeting Minutes](#)**

- o First
- o Second
- o Status

### **3. Action Item**

#### **3.1 [DE Charter Modifications](#)**

- o First
- o Second
- o Status

#### **3.2 [DE Report of Effectiveness](#)**

- o First
- o Second
- o Status

#### **3.3 [POCR Process](#) and [RCC vs. MoVal Funding Models](#)**

- o First
- o Second
- o Status

### **4. Discussion Items**

4.1 DE Camp Certification Process & Support Options (ie. Module based)

4.2 Hybrid & HyFlex Support – FLEX & Brown Bag Training Options

### **5. Information Items**

#### **5.1 District Updates**

- o Active Shooter Training Canvas Module (22-Minute) for RCCD Students
  - Rollout Potentially in Spring
  - Aiming for 90 percent student completion rate
- o [“RCCD Canvas Course Design Camp” Certification Updates](#)
  - Reminder to departments & faculty of new DE Certification Requirement to teach DE courses.
  - MOU Approved for \$750 Stipend for Associate Faculty
  - Full time faculty have been notified of the June 30, 2025 deadline to complete the 16-hour DE Certification Camp.
  - 390 faculty signed up; 90 active in district
  - 890 yet to sign up; who are currently teaching online
  - 10 Associate faculty completed DE Camp

O DE Tools Renewal Updates

Packback and Ally have not been renewed by district

### DEC Meeting Schedule AY 2024 - 25

- **October 10, 2024**
- **November 14, 2024**
- **March 13, 2025**
- **April 10, 2025**
- **May 8, 2025**

**You are invited to a scheduled Zoom meeting.**

**Topic: DEC Meeting**

**Time: Sep 12, 2024 12:30 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

<https://rccd-edu.zoom.us/j/86039920996>

**Meeting ID: 860 3992 0996**

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• **+1 669 900 6833 US (San Jose)**

• **+1 253 205 0468 US**

• **+1 253 215 8782 US (Tacoma)**

**Meeting ID: 860 3992 0996**

Find your local number: <https://rccd-edu.zoom.us/j/8129584519>

## **Distance Education Committee**

### **Purpose**

The Distance Education Committee develops guidelines for distance education courses and recommends to the Senate policies and procedures for best practices in distance education preparation, training and professional development of faculty, and training students to support their success in online learning. The committee advises strategic planning committees on institutional needs and best practices for distance education to best support faculty's ability to teach in an on-line environment and recommends to the college, and the district, requisite tools needed by the faculty to teach effectively in an on-line mode.

### **Charge**

The Distance Education Committee is primarily responsible for assisting faculty in the creation and implementation of well-designed courses that utilize current on-line teaching approaches, and best practices, taking into consideration the wide range of diversity in our student body and ensuring that courses are equity minded and supportive of students' needs.

The committee will engage in the institution's collaborative efforts to close all identified student equity gaps (Goal 3 EMP) in the on-line environment by identifying and connecting with external, internal, and district resources; providing professional development opportunities; and connecting with established campus resources, sources of support, and the district.