Distance Education Committee

Thursday, May 8, 2025
Agenda | Regular Meeting
12:50pm - 1:50pm
NOC 102 & **ZOOM**

COMMITTEE MEMBERSHIP (Members 10; Quorum 6)

- Sandra Popiden (Faculty Co-Chair, Social & Behavioral Sciences)
- Roger Perez (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)
- Suzie Witmer (Natural Sciences, Health and Kinesiology)
- Owen Johnson (Visual and Performing Arts)
- Paul VanHulle (Applied Technologies & Apprenticeships)
- Sara Nafzgar (Communication, Humanities, and Languages)
- ASNC Representative (Vacant)

VISITORS

AGENDA

1. **Call to Order**
   1. **Welcome & Introductions**
   2. **Note-taker**

2. **Action Items**
   1. **Approval of Agenda**
      - First –
      - Second –
      - Status –

   2. **Approval of DEC Meeting Minutes from 4/10/2025**
      - First –
      - Second –
      - Status –

3. **Local Norco College POCR Process Proposal**
    - First –
    - Second –
    - Status –

4. **Regular and Substantive Interaction ACCJC Mock OL Review Process**
- First –
- Second –
- Status –

    - **Conduct a Self-Check of RSI in Your Classes! Check out below to review the ACCJC RSI Rubric, conduct a RSI Self-Assessment, and explore more Opportunities to Achieve RSI**

        - **ACCJC Quality Continuum RSI Rubric**
        - **RSI Self-Assessment for Online Faculty** (Cañada College)
        - **Opportunities to Achieve RSI (SP FLEX 2025) Checklist**
        - **RSI Checklist for DE (CVC-OEI)** (Barstow College)
        - **CVC Archived @ONE RSI Webinars from Spring 2024**
        - **ACCJC DE Assessment Tool for Peer Reviewers**
        - **ACCJC RSI Pilot Addendum** (Protocol for Peer Reviewers)

3. **Discussion Items**
    1. **ACCJC Accreditation Leadership Team - Reflection DEC Questions**
    2. **DEC Survey of Effectiveness**
    3. **Strategic Planning: NC DE 2014 Strategic Plan; Alignment with SPGM Student Success Goal**
    4. **DEC Sub-Committees: POCR, RSI, Accessibility, Strategic Planning, NC DE Handbook Revisions, DE Website Revisions**
    5. **Future Agenda Items: Ies. DEC Bylaws; Hybrid Teaching Practices; FLEX Trainings & Brown Bag Session Ideas**

4. **Information Items**
    1. **District Updates**
    2. **NC Local POCR Proposal** - Request for Local POCR Process Approved by NC Academic Senate (4/21/25)
        - NC to become a CVC Exchange Teaching College in May 2025

- POCR Alignment Requirement: 20% of OL courses or sections within 2 years, **CVC Master Consortium Agreement Requirement** (pg. 4, Item 2b)
- 76% of NC students are taking online courses district-wide; 48% are only taking DE courses; 18% are only taking in-person courses; 56% of Black/African American students are taking DE courses. **(PowerBi DE Data)**
- **DE Data DEC Trend Analysis: Through 2024** (Enrollment; Sections; FTES; Efficiency; Fill Rates; Faculty Headcount; Waitlists; Inter-Session Enrollment and FTES; Success; Retention; Accessibility Scores
3. **Navigating Accreditation PPT:** Strengthening Student Engagement in Distance Education with RSI and the New ACCJC Template (ASCCC)
4. **RSI Spring FLEX PPT** & **Opportunities for RSI**
5. **RCCD RSI Learning Module (Canvas, Self-Paced)**
6. **Self-Paced Beginner Course** through CVC@ONE for AI skills.
7. ASCCC AI Conference (Feb 20-22, 2025), **Presenter Resources**
8. **Online Teaching Conference 2025,** June 16-18, 2025
   - Long Beach Convention Center
   - Norco College Professional Development **Conference Funding Request Form**
   - Application Instructions & Request Form in Nuventive
9. RCCD **DE Video Library** **RSI - Section B** OEI Rubric Video
10. **@ONE Courses**, **Webinars on AI**, & **Video Resources**
    - **Free Webinars** CVC@ONE webinar library

5. **Good of the Order**
   1.

6. **Adjournment**

DEC Meeting Schedule Spring 2025

● **March 13, 2025**

● **April 10, 2025**

● **May 8, 2025**

Topic: DEC Meeting 5/8/25

Join Zoom Meeting
https://rccd-
edu.zoom.us/j/84979037240?pwd=7iPBbQtbRXItMF9F2FY5gWCDfYgoQV.1

Meeting ID: 849 7903 7240

Passcode: 682220

Distance Education Committee

Purpose:

The Distance Education Committee develops guidelines for distance education courses and recommends to the Senate policies and procedures for distance education training of faculty and students. The committee advises strategic planning committees on institutional needs and the institutionalization of best practices in DE modalities. Examples include DE certification, accessible course design, and DE professional development training that support faculty and student success at Norco College. The DEC also recommends to the college, and the district, requisite tools needed by faculty for effective, accessible, and equitable instruction.

Charge:

The Distance Education Committee is primarily responsible for making recommendations that assist faculty in the creation and implementation of well-designed courses. This includes the utilization of current online teaching approaches and best practices that take into consideration the wide range of diversity in our student body. Thereby ensuring that DE courses are equity minded and supportive of students' learning needs.

The committee will engage in the institution's collaborative efforts to close all identified student equity gaps (Goal 3 EMP) in the online environment. This includes professional

development opportunities and identifying and connecting with internal, external, and district resources, tools and support.