

Norco College  
Distance Education Committee Meeting Agenda  
Wednesday 9/18/19  
3:00 PM-4:15 PM  
OC-116

(3:00-3:15) Information Items

1. Review Committee Membership (All)
2. Committee Norms and Expectations (Michael Bobo)
3. [AY 2019-2020 Timeline for Approvals](#) (Sheila Pisa)
4. [ISER Draft](#) Feedback to Kris Andersen (Michael Bobo)

(3:15-3:45) Action Items

1. Approve September Agenda
2. Approve [Minutes from May 15, 2019](#)
3. Approve [AP 4105](#)
4. Approve [Guide to Recommended Best Practices](#)
5. Approve [Summary of Regulations](#)
6. Approve [Permission to Use Faculty Materials](#)

(3:45-4:15) Discussion Items

1. [NetTutor Survey and Event 9/12/19 \(Damon Nance\)](#)
2. FLEX and Brown Bag Discussion 9/5/19 (Michael Bobo)
3. Good of the Order (All)

Next meeting: Wednesday, October 16, 2019 (3:00-4:15 PM)

**Statement of 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 best practices for distance education.