

DE Committee
Thursday, September 14th
12:50PM-1:50PM
Meeting Agenda
[Zoom Link](#)

Highlighting Marks Present

MEMBERSHIP

- Ryan Hitch (Humanities and Languages) – Faculty Co-Chair
- Peggy Campo (Dean) – Administrative Co-Chair
- Paul Van Hulle (Applied Technologies & Apprenticeships)
- Walter Stevens (Humanities and Languages) (online)
- Bibiana Lopez (Math, Engineering, Computer Science & Game Development)
- Sandra Popiden (Social & Behavioral Sciences)
- Caroline Hutchings (Math, Engineering, Computer Science & Game Development) (online)
- Laura Adams (Social & Behavioral Sciences)
- Kristin Rigby (Humanities and Languages)
- Kevin Osorno (Natural Sciences, Health & Kinesiology)
- Aaron Hall (ASNC Rep)

VISITORS

- Sharese Tronti
- DJ Hawkins (online)
- Ivan Rios (online)
- Sara Nafzgar (online)
- Miguel Castro (online)
- Melissa Wilson (online)

AGENDA

ITEM	TIME
<ul style="list-style-type: none">● Welcome● Approve Sep Agenda<ul style="list-style-type: none">○ First: Sandra○ Second: Laura○ Status: Passed● Approve May Minutes - TBD<ul style="list-style-type: none">○ Tabled	<p style="text-align: center;">12:50PM-12:55PM About 5 Minutes</p>
<ul style="list-style-type: none">● DEC Chair – Ryan shared his desire to step away from the DEC Chair role and invited DEC members to consider serving the rest of the term through the	<p style="text-align: center;">12:55PM-1:05PM About 10 Minutes</p>

ITEM	TIME
<p>spring. He outlined basic commitments and meeting expectations. Questions were asked and the invitation remains. If a DEC member does not fill the role, the Academic Senate can assist with appointments.</p> <ul style="list-style-type: none"> ● DEC Recorder – Sara Nafzgar 	
<ul style="list-style-type: none"> ● DEC Updates <ul style="list-style-type: none"> ○ Board of Trustees Presentation ○ The presentation was successful, documenting DE efforts the last 2 years of DE efforts throughout the district. ○ Ryan received an SPR to work on this project. ○ Continued... ○ DEC Webpage <ul style="list-style-type: none"> ▪ Changes - Voting Item ▪ Ryan received an SPR to recommend updates to the NC DE webpage. The webpage contains up-to-date information related to CVC-OEI, RSI, FAQs, DEC, and other relevant information. ▪ In addition to updating content, updates were made to reduce clicks and streamline content. <ul style="list-style-type: none"> ● First: Sandra P ● Second: Laura A ● Status: Passes ▪ Updates - Voting Item ▪ It is proposed that the updates should be included so that pertinent DE information (accessibility, training library, etc.) is available in this space. <ul style="list-style-type: none"> ● First: Laura A ● Second: Bibiana ● Status: Passes ○ DEC Informational Fliers - Voting Item <ul style="list-style-type: none"> ▪ With the assistance of Dr. Bu Shell and others, Ryan created 4 fliers to promote the vision and work of 	<p style="text-align: center;">1:05PM-1:25PM About 20 Minutes</p>

ITEM	TIME
<p>Distance Education committee at NC and throughout the District.</p> <ul style="list-style-type: none"> ▪ First: Bibiana L ▪ Second: Sandra P ▪ Status: Passes ▪ Getting Started with Distance Learning ▪ What is the CVC-OEI Consortium? ▪ What is Regular and Substantive Interaction? ▪ District DE Resources <p>o POCR Updates</p> <ul style="list-style-type: none"> ▪ Updated POCR Process and Resources - Voting Item <ul style="list-style-type: none"> ● Laura A shared about her experience completing the POCR training course. She feels confident that she could explain the rubric to others and she gained insights about ● Caroline H shared that it was eye-opening to learn about some of the elements including unit objectives, student learning objectives, etc. ● Dakota M shared that her classes have improved as a result of completing the course. ● Ryan shared the POCR process document that is modeled after RCC and MVC's document. ● A collaborative document was shared that could be used by all reviewers when reviewing a course. ● 10 faculty who are trained at NC who could serve as reviewers. ● The question regarding special projects was asked. Dr. Bu Shell shared at the Board meeting that she supports POCR. At this date, there is not a commitment to fund these efforts. 	

ITEM	TIME
<ul style="list-style-type: none"> ● We are on track to become a teaching college in November. ● If a faculty member volunteers to have a course reviewed and POCR certified, then it will rise closer to the top of the course list and become available to students outside our college. ● FA expressed a concern about the voluntary 60-hour POCR reviewer training. ● A question was asked regarding next steps. Once the process is approved, do we begin to promote? Do we review courses? ● Some faculty have expressed a concern that POCR will become the standard and that we are moving the bar too high and too quickly. Senate President Bell has requested that District DE would facilitate a presentation clarifying the role of POCR at NC. ● A question was asked regarding the process after a course has been reviewed. If we become a teaching college in November, our first opportunity to teach students outside the college would be Winter. They can select classes during the open enrollment period only. ● There is a recommendation to pause passing this until after the presentation from District DE. <ul style="list-style-type: none"> ● First: ● Second: ● Status: Tabled ▪ MVC, RCC, District Updates ▪ Academic Senate Updates <p>o Hypothes.is Pilot</p>	

ITEM	TIME
<ul style="list-style-type: none"> o Academic Senate Retreat: Oct. 20-21 o Interested in representing? o Sandra P will check schedule and confirm with Ryan. o Sara N is willing if she is able to do so at that time. 	
<ul style="list-style-type: none"> ● <u>Report of Effectiveness</u> <ul style="list-style-type: none"> o The Distance Education Committee (DEC) is being asked to submit a Report of Effectiveness to Academic Senate by September 28th on the following items: <ul style="list-style-type: none"> ▪ <u>Survey of Effectiveness</u> ▪ Relevant EMP's ▪ EMP Goal 3 and EMP Goal 4 ▪ Charter Goals 	<p>1:25PM-1:35PM About 10 Minutes</p>
<ul style="list-style-type: none"> ● Peer Online Course Review (POCR) Working Group <ul style="list-style-type: none"> o To maximize DEC's limited meeting time, we need to spin POCR off into a separate entity that reports to DEC. Are there any volunteers to lead this effort? o Laura A and Dakota M expressed interest in participating in the work group. o Meeting times and more information to be determined outside DEC meeting times via polling. 	<p>1:35PM-1:40PM About 5 Minutes</p>
<ul style="list-style-type: none"> ● DE Certification 	<p>1:35PM-1:40PM About 5 Minutes</p>
<ul style="list-style-type: none"> ● DEC Future <ul style="list-style-type: none"> o What are some topics of interest that DEC should address in future meetings? o Ryan will send information and Google docs for review and collaboration. 	<p>1:40PM-1:50PM About 10 Minutes</p>

Next Meeting: Thursday, October 12th, 12:50PM-1:50PM in IT 202

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.

Zoom Invite

Hitch, Ryan is inviting you to a scheduled Zoom meeting.

Topic: Norco College - Distance Education Committee (DEC) Meeting

Time: Sep 14, 2023 12:50 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://rccd-edu.zoom.us/j/4064802392>

Meeting ID: 406 480 2392

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- 213.244.140.110 (Germany)
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- 103.122.167.55 (Australia Melbourne)
- 149.137.40.110 (Singapore)
- 64.211.144.160 (Brazil)
- 149.137.68.253 (Mexico)
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