

# Distance Education Committee

Thursday, April 10, 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 3/13/2025](#)**
    - First –
    - Second –
    - Status –

3. **RSI Accreditation Sampling DEC Sub-Committee Mock Visit**

- First –
- Second –
- Status –
  - New RSI Rubric Resources and Support
  - [ACCJC 2024 Pilot Quality Continuum RSI Rubric](#)
  - [CVC Archived @ONE RSI Webinars from Spring 2024](#)
    - § Regular and Substantive Interaction in Online Courses (DeAnna Gossett, FHDA)
    - § The Art of Connection: Building Effective Regular Substantive Interaction (Manar Hijaz, Chaffey College)
  - [DE Assessment Tool for Peer Reviewers](#)
  - [RSI Pilot Addendum](#) (Protocol for Peer Reviewers)

3. **Discussion Items**

1. **ACCJC Accreditation Updates** (Haley Ashby)
2. **Strategic Planning: SPM, district DE, [NC DE 2014 Strategic Plan](#)**
3. **DEC Sub-Committees: POOR, RSI, Accessibility, Strategic Planning, [NC DE Handbook](#) Revisions**

4. **Information Items**

1. **District Updates**
2. **NC Local POOR Proposal - NC Academic Senate (4/21/25)**
3. **New CVC-OEI RSI AI Tool (N2N)** to support faculty with recommendations for RSI (Exp. Fall 2025)
4. **Hyflex Definition (RCC)**
  - ***The RCC DE Committee envisions the hyflex mode of delivery to be defined as one in which:***
    1. ***the course format combines face-to-face and online learning.***
    2. ***class session/learning activities are offered***
      - ***in person,***
      - ***synchronously online, and***
      - ***asynchronously online***

- *students' participation is required and expected but they choose how to participate, allowing for access, autonomy, flexibility, and engagement.*

- CCCCO Hyflex Definition In Progress - [CCCCO Vision 2030](#) – [OL Teaching and Learning Work Plan](#) (11/14/2024; pg 11)
- [RSI ACCJC ASCCC Webinar](#) (4/29/25) at 12:00pm
- [RSI Spring FLEX PPT Resource](#)
- [Self-Paced Beginner Course](#) through CVC@ONE for AI skills.
- ASCCC AI Conference (Feb 20-22), [Presenter Resources](#)
- [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
- RCCD [DE Video Library](#) [RSI - Section B](#) [OEI Rubric Video](#)
- [@ONE Courses, Webinars on AI, & Video Resources](#)
  - [Free Webinars](#) CVC@ONE webinar library
  - Authentic Presence and Digital Doubles: 4/10 @ 10am
  - Connections that Count: 4/14 @ 11am
  - Should Educators Be Using AI? 4/22 @ 11am
  - Advanced AI Assistance with Course Materials: 5/1 @ 10am
  - Register for the Above CVC @ONE [AI Webinars](#)

## 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 4/10/25**

**Join Zoom Meeting**

<https://rccd-edu.zoom.us/j/84979037240?pwd=7iPBbQtbRXltMF9F2FY5qWCDfYgoQV.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.