



Distance Education Committee

Agenda | May 14th, 2026 | 12:50 pm |

Room: NOC 102 & [ZOOM](#)

COMMITTEE MEMBERSHIP (Voting Members 14; Quorum 8)

- Sandra Popiden (Faculty Co-Chair, Social & Behavioral Sciences)
- Roger Perez (Dean), Administrative Co-Chair
- 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)
- Sara Nafzgar (Communication, Humanities, and Languages)
- Anya-Kristina Marquis (Natural Science, Health and Kinesiology)
- Bibiana Lopez (Math, Engineering, Computer Science & Game Development)
- Alexis Gray (Social and Behavioral Sciences)
- Melissa Wilson (Social and Behavioral Sciences)
- Cheryl Cox (Library Services)
- Tamara Cummings (Social and Behavioral Sciences)
- Amy Blandford (School of Human and Public Services)
- Silvio Castillo (ASNC Representative)

VISITORS

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AGENDA

1. **Call to Order**

- Welcome
- Note-taker
- Comments from the Public (12:50 - 12:55pm)
 - The DE Committee invites comments from the public regarding any matters within the jurisdiction of the DEC. Due to the Ralph M. Brown Act, the DE

Committee cannot address or respond to comments made under Public Comment. Comments should be no more than four (4) minutes in length.

2. Action Items

- **2.1. Approval of [Agenda 5/14/2026](#) (12:55 - 1:00pm)**
 - First –
 - Second –
 - Status –
- **2.2. Approval of [Minutes](#) (4/9/2026 DEC Meeting) (1:00 - 1:05pm)**
 - First –
 - Second –
 - Status –
- **2.3 Request to Rank NC STAC DE Tools - 2025-26: Net Tutor, Pronto and Proctorio; Consider: UDOIT Advantage, Ally, ND ReadyGO, California Connects (Internet and Hotspots) (1:05 - 1:15pm)**
 - First –
 - Second –
 - Status –
- **2.4 Request to Review - NC [ISER](#) (Standard 2.6, pg. 12-13) (1:15 - 1:20pm)**
 - First –
 - Second –
 - Status –
- **2.5 Request to Review – District DE Ed Tech [Renewal and Discontinuation Process](#) and [Acquisition Process](#) (1:20 - 1:30pm)**
 - First –
 - Second –
 - Status –

3. Discussion Items

- **3.1 [RCCD DE Certification MOU 4/14/2026](#) (1:30 - 1:35pm)**
- **3.2 Peer-to-Peer Sub-Committee: Updates and SPRs for Professional Development Training Planning (1:35 - 1:40pm)**
- **3.3 RSI Sub-Committee: NAS 4/2026 approved [NC RSI Course Review Evaluation Process](#) (1:40 - 1:43pm)**
- **3.4 Accessibility Sub-Committee: Update - [April 2027 DOJ Deadline](#) / Next Steps (1:43 - 1:45pm)**

- 3.5 Priorities for Next Semester? (1:45 - 1:48pm)
 - NC DEC Strategic Plan
 - RSI Sub-Committee Annual Check
 - Accessibility PD Planning
 - Clarification of Role of Local DEC's, DAS [DE Workgroup](#), and Brown Act in Future DE Certification Decision Making
 - Development of New RCCD Certification Pathways
 - Replacement for DE Camp
 - Local and RCCD-wide POCR
 - Any Modifications to Equivalency Process
- 3.6 District DE: Updates (1:48 - 1:50pm)

4. Information Items

- 4.1 **Enroll NOW in the NEW RCCD partnership with @ONE that offers exclusive RCCD only enrollment in the following 3 @ONE courses - that qualify for the \$750 stipend for Associate faculty and FLEX hours for Full-time faculty.**
 - 10-10-10: Communication that Matters
 - Introduction to Course Design
 - Creating Accessible Course Content
 - [Enroll Now](#) for the Exclusive RCCD Only Cohorts: May and June 2026.
 - **Registration Link: Access the [RCCD @ONE Interest Form](#) to secure a seat.**
 - Faculty only need to complete one (1) course to meet the [RCCD Online Teaching Certification requirements](#).
 - The deadline for faculty to obtain DE certification is December 2026.
 - For Questions: Contact DJ Hawkins (District DE)
- 4.2 **Peer-to-Peer Review DE Certification Option**
 - Faculty interested in obtaining DE Certification through this option should **first [enroll](#) in the P-2-P Canvas Shell**.
 - Then, review the rubric, and request a development shell from District DE, align your course with the rubric, and then request a peer review.
 - Associate faculty can earn \$750 stipend for successful P2P certification; Full time faculty can earn up to 16 FLEX hours.
- 4.3 **External DE Certification Equivalencies – From Other Colleges**
 - Review the list of [pre-approved DE Equivalencies](#)
 - Submit your evidence of external DE Certification to District DE through the [DE Equivalency Request Form](#)

- **4.4 RSI Sub Committee Resources**
 - Asynchronous Support - [Submit the RSI Support Request Form](#)
 - New NC, RCC, and MVC Branded RSI Templates: Now available through **Design Plus**, click on the DesignPLUS Quick Start Wizard when you open a NEW Canvas Page. Look under “General” for our Norco College RSI templates.
 - For even more BONUS RSI templates and materials that can easily be imported directly to your Canvas course, go to **Canvas Commons**, and **search Norco College RSI!**

- **4.5 Accessibility Sub Committee Resources**
 - RCCD Canvas [Accessibility Guide](#)
 - RCCD [Accessibility Webinars](#) and Tutorials on PopeTech and TidyUp
 - RCCD [Accessibility Basics](#) Video Library
 - [Accessibility Video Hub](#): learn about UDOIT, Tidyup, and Design Plus Cidilab tools

- **4.6 District DE Resources:**
 - RSI Module located in faculty [DE Instructor Resource](#) Shell and [RSI Interactions Learning Modules](#) is also available
 - Fall 2025 District DE Workshop Series: Recordings now available of all the RCCD DE workshop sessions (on AI, RSI, Accessibility, Canvas Tools and Discussions) are available on the District DE Faculty Training (DEFT) [Video Library](#)
 - TextExpander Tool Training: Check out [introduction videos, in-depth TextExpander webinars, and best practices!](#)
 - VoiceThread Tool Training: [Register for current & review previous VoiceThread workshops.](#)
 - CCC's [AI Professional Development](#) and the Future of Learning Opportunities Website – including video archive of past AI webinar recordings; podcasts; conferences and courses on AI.

- **4.7 CVC Adoptable POCR [Plug and Play Courses](#):**
 - Aligned with the [CVC@ONE Course Design Rubric](#), using OER resources, and can be badged through the faculty member's own Local POCR process. (When RCCD develops local POCR processes).
 - The first six are available through Canvas Commons and check out this [POCR Plug and Play webinar](#) for more details
 - COMM C1000: Introduction to Public Speaking
 - ENGL C1000: Academic Reading and Writing
 - ENGL C1001: Critical Thinking and Writing
 - STAT C1000: Introduction to Statistics
 - POLS C1000: American Government and Politics
 - PSYC C1000: Introduction to Psychology

- 4.8 [Online Teaching Conference 2026](#) –
 - **OTC 2026 Theme:** Designing the Future of Online Learning: Human Element, Ethics, Innovation, and AI
 - June 23 through June 25, 2026, at the Hilton Anaheim in Anaheim, California.

5. Good of the Order

6. Adjournment

Distance Education Committee

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 the institutionalization of best practices in DE modalities.

Examples include DE certification, accessible course design, and DE professional development training that supports 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.

DEC Meeting Schedule Fall 2026

The Distance Education Committee meets on the 2'd Thursdays of the month from 12:50pm - 1:50pm.

<https://rccd-edu.zoom.us/j/84979037240?pwd=7iPBbQtbRXItMF9F2FY5gWCDfYgoQV.1>

Meeting ID: 849 7903 7240, Passcode: 682220