

## Distance Education Committee

The monthly meeting of the NOCE Distance Education Committee was held on Thursday, September 4, 2025, at 3:00 p.m. in room 1014 at the Anaheim Campus and as a videoconferencing meeting for committee members whose location was listed on the agenda.

DE Chair Corinna Lopez called the meeting to order at 3:04 p.m.

Present Members: Mirwais Azizi, Jennifer Carey, Danielle Carlson, Karla Frizler, Michael Garcia, Maria Hernandez, Corinna Lopez, Jennifer Oo, Michelle Patrick-Norng, Gayathri Rathnasamy, Bryan Reyna, Souzan Sahakian, Casey Sousa, Alli Stanojkovic

Guests:

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- I. Approval of agenda – Approved with no corrections.
  - II. Approval of April 10, 2025 meeting minutes – Approved with no corrections. Maria Hernandez and Bryan Reyna abstained.
  - III. Announcements & Public Comment
    - Michelle Patrick-Norng provided information on instructional faculty requesting access to Screenpal and suggested that information be shared out as it relates to accessing the tool.
  - IV. DE Chair's Report, Corinna Lopez
    - Corinna welcomed new members to the committee.
    - For DE best practices, DE Committee added a Mid-Course and an End-of-Course survey to Canvas Commons. Search "NOCE Adoptable" in Canvas Commons and import.
    - Two faculty completed the Accessibility Refresher Course.
    - OTC equivalency was granted to three faculty over the summer.
    - Two faculty have completed POOR training to join NOCE's POOR Team: Jennifer Oo and Michelle Patrick-Norng.
    - Corinna attended the OTC in summer. PPTs uploaded to shared OneDrive. Multiple presentations on AI and accessibility.
    - A fall NOCE OTC Recertification Workshop is scheduled for Friday, November 14 from 9a - 12p hosted by Instructional Designer, Maria Aceituno; Alt. Media Specialist Emily Johnson; and Corinna Lopez covering accessibility, Cidilabs design tools, and UDOIT Accessibility Assistant. This recertification option is available to faculty certified between 2020 - 2023 who need recertification by March 2026. Due to changes in federal funding, OTAN is no longer able to provide training onsite/remotely.
  - V. Unfinished Business

## Distance Education Committee

- a. NOCE OTC Recertification Cycle, Discussion – Corinna Lopez
  - Members discussed the possibility of increasing the number of years for recertification from three years to four or five years. The consensus was to keep the cycle at three years given the changing landscape in technology and best practices in online teaching.
- b. DE Committee Summer Work, Discussion – Corinna Lopez
  - i. LTI Process
    - Updates were provided on the process proposal drafted by Dr. Azizi. Communication is ongoing with Dr. Bautista and Morgan Beck. Further review will take place with updates brought back to the DE Committee.
  - ii. HyFlex Definition and Pilot
    - Updates were provided on the plan to pilot hyflex classes with the ESL department. This modality is more desirable given the political climate. A small ad hoc workgroup is meeting to finalize implementation details for spring semester. Discussion took place regarding technology, classroom support, and promotion of the new modality to students. Members reviewed draft verbiage of class schedule language that would be student facing. A recommendation was made to review any district policies on camera usage in the classroom spaces. Consensus was reached on a definition of the Hyflex modality for the class schedule. Additional feedback was shared regarding possible revisions to other DE modality definitions.
  - iii. Canvas Development/Department Shells
    - Tabled to October meeting.
  - iv. DE Student Survey
    - Discussion took place regarding the launch of the survey this fall, likely around week eight. Members were given another week to share additional feedback on survey questions/format before the survey moves forward to OIRP. General feedback from OIRP regarding the draft survey was shared. Only one additional institutional survey is scheduled to be launched this fall; OIRP suggests the DE survey remain standalone.

### VI. New Business

- a. DE Committee Bylaws Update, First Read – Corinna Lopez
  - Tabled to October meeting.
- b. DE Plan Goals, Discussion – Corinna Lopez
  - Tabled to October meeting.

## **Distance Education Committee**

The meeting was adjourned at 4:33 p.m.