Distance Education Committee

The monthly meeting of the NOCE Distance Education Committee was held on Thursday, December 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 3:05 p.m.

Present Members: Mirwais Azizi, Jennifer Carey, Danielle Carlson, Kim Tang, Corinna Lopez, Jennifer Oo, Souzan Sahakian, Alli Stanojkovic

Guests:

I.   Approval of agenda – Approved with no corrections.

II. Approval of November 6, 2025 meeting minutes – Approved with no corrections.

III. Announcements & Public Comment

IV. DE Chair's Report, Corinna Lopez
     - OTC Recertification
     - 18 faculty participated in the 11/14 OTC Recertification Workshop
     - We have 105 faculty recertified since March to now with 41 faculty from 2020-2023 remaining
     - 2020-2023 faculty need to recertify by March 2026 to be eligible to teach online Summer 2026 and on
     - Options:
       - Complete @ONE coursework
         - 10-10-10: Communication That Matters (w/o OTD)
         - Advanced Teaching Techniques w/Canvas
         - ASCCC OERI: Accessibility Basics
         - Assessment in Digital Learning (w/o OTD)
         - Creating Accessible Course Content (w/o OTD)
         - Engagement Strategies for Live Online Teaching & Learning
         - Equity & Culturally Responsive Teaching
         - Humanizing Online Teaching
         - Intro to Asynchronous Online Teaching & Learning
         - Intro to Course Design (w/o OTD)
         - Two @ONE 5-Day Challenges one of which must be Creating Accessible Canvas Content
         - **Register here**: CCC Online Network of Educators
       - Complete WebAIM Accessibility Course

- o [WebAIM: WebAIM Accessible Document Training](#)
- o Needs to be completed by February 2, self-paced and asynchronous
- Complete a new OTC
  - o @ONE spring Online Teaching and Design Certificate cohorts still open
  - o **Register here**: [CCC Online Network of Educators](#)
- Submit recertification coursework here: [NOCE OTC Recertification Activities](#)

- Recommended Best Practices from DE Committee Student Rep
- If your class is fully asynchronous, offer live office hours as an option for student to connect with teacher; possibly more frequently in the beginning of the semester when students often need more support and onboarding

- NOCCCD Email Accounts for Retirees
- Document was distributed with process details
- Please submit any feedback by Friday, December 12th to clopez@noce.edu or mpatrick@noce.edu to be shared at December 16th District Technology Committee meeting

V. Unfinished Business

VI. New Business

a. NetTutor Adoption, Discussion – Jennifer Carey
- An update was provided on the NetTutor and NOCE Alignment Analysis completed by Jennifer Carey. Specialized tutoring beyond the capacity of the NOCE Learning Center and expanded hours are already available but not widely communicated or known by faculty/students at this time. A summary of next steps was provided to the committee. Additional updates and information will be provided at the NOCE Flex training for faculty.

b. UDOIT Student Access, Discussion – Corinna Lopez
- Information was provided on a UDOIT User Guide in Canvas and the Student Access feature of UDOIT. The Student Access tool allows students to generate documents into alternate formats including HTML, MP3, EPUB, and Text. Cypress College has the tool open and available; Fullerton College does not. Cypress College reports no issues with capacity or memory within the Canvas instance. Students can continue to use SensusAccess for alternate media requests as well. Members discussed the benefits of the tool and whether the feature should be activated in Canvas. It was recommended that an announcement be distributed along with a basic guide (ex: in the

Student Hub). Corinna will follow up with the Instructional Designer about turning the feature on in Canvas and any additional next steps.

c. NOCE OTC Recertification Update, First Read – Corinna Lopez
- Members reviewed recommended updates to the OTC Recertification document and provided feedback. Members supported the inclusion of a chart that maps out the cycle for faculty based on the year they recertify. Members discussed how often Pro D activities should be submitted (annually vs. at end of three-year cycle). The document will come back to the committee as a second read/action item in February.

d. DE Addendum Update, First Read – Corinna Lopez
- A consolidated draft of the DE Addendum was presented by Corinna with the goal of simplifying the document for faculty use. Members provided feedback and expressed support for the revisions. The document will come back to the committee as a second read/action item in February.

e. DE Plan Goals, Discussion – Corinna Lopez
- Discussion took place regarding the DE Plan goals and future revisions. A suggestion was made to survey faculty at the start of the spring semester to gather input on DE priorities. Emphasis was placed on having clear goals that align with faculty expertise and available resources. Some of the current goals in the plan are more foundational and may need to be revised to reflect new priorities such as AI or OER. Members will continue to discuss the DE Plan at the February meeting.

The meeting was adjourned at 4:30 p.m.