

Distance Education Committee

May Meeting Minutes

The monthly meeting of the NOCE Distance Education Committee was held on Thursday, May 7, 2026, 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 Committee Chair Jennifer Carey called the meeting to order at 3:03 p.m.

Advisory Members: Mirwais Azizi, Karen Bautista, Karla Frizler, Maria Aceituno

Non-Advisory Members: Jennifer Carey, Danielle Carlson, Jennifer Oo, Michelle Patrick-Norng, Bryan Reyna, Souzan Sahakian, Casey Sousa, and Alli Stanojkovic

Student Representative: Gayathri Rathnasamy

Guests: Luz Fernandez-Marquez

I. Approval of Agenda

- a) Michelle P. moved to approve the agenda as amended, moving item VI. New Business a. to follow III. Announcements and Public Comment; Souzan S. seconded. The motion passed, and the agenda was passed unanimously by advisory and non-advisory members as amended.

II. Approval of April 9, 2026, meeting minutes

- a) Casey S. moved to approve the minutes as corrected; Bryan R. seconded. The motion passed, and the meeting minutes were approved unanimously by advisory and non-advisory members.

III. Announcements & Public Comment

- a) Maria A. shared that a message was sent on behalf of California Community Colleges regarding a security breach that is impacting Canvas/Instructure. The full statement was read aloud. She shared general concerns about security ramifications if using the same Zoom links that are currently embedded in Canvas.
- b) Karen provided an update on a data breach impacting the District and its LMS (Canvas). Rave system alerts have been sent to students, faculty, and staff. Links to Canvas have been removed/deactivated temporarily until more information is shared regarding the severity of the security breach. Information was shared regarding positive attendance funding that is gathered through courses that meet synchronously via Zoom, where the Zoom link is housed in Canvas.
- c) Jennifer Carey shared that she sent communication to students in the online tutoring course via StarFish.

- d) Mirwais shared updates on the security breach as of this afternoon and recommendations to have a meeting with ITS, VPI, and Instructional Designer to discuss options for how to proceed and what tools may be viable for student and faculty use (email, MS Teams, Zoom). A summary of recommendations was shared. Communication strategies were shared, including social media platforms.
- e) Karla Frizler shared ways that ESL instructors have shared direct Zoom links to students who are trying to participate in distance education courses that have synchronous instruction. Karla requested guidance on what communication to share with her instructional faculty.
- f) Danielle Carlson shared her perspective on navigating distance education courses with students when technology barriers are impacting the classroom. She encouraged communication to be sent to students in a timely manner to avoid confusion or anxiety for the students.
- g) Casey Sousa shared information on practices used by the DSS department when NOCE had no online classes and students were being asked to pivot online. Phone calls were made that helped increase participation and retention.

IV. DE Chair's Report, Jennifer Carey

- a) No report

V. Unfinished Business

- a) OER/ZTC Planning Workgroup, Update/Discussion – Jennifer Carey
 - i. Jennifer C. provide updates on the summer OER project. Members have been finalized for each department. Updates will be provided at the first DE Committee meeting in the fall.

VI. New Business

- a) Accessibility Reports Dashboard Pilot, Discussion – Maria Aceituno
 - i. Maria A. brought forward a discussion regarding accessibility compliance and the use of UDOIT within Canvas. The committee reviewed current reporting capabilities, safeguards related to access and distribution of reports, and considerations for broader districtwide implementation. Feedback was provided regarding reporting processes, data transparency, potential action steps tied to compliance reports, and factors related to the CBA and faculty evaluation measures. The committee agreed to continue the discussion during the fall semester. Maria will test sample reports over the summer and report back to the committee, while Michelle will consult with union leadership and Senate Presidents regarding additional considerations.
- b) NOCE OTC Recertification workshops in fall, Discussion – Jennifer Carey

- i. Updates were shared regarding the number of faculty who need to recertify by March 1, 2027. Discussion took place regarding the possibility of offering in-house workshops facilitated by subject matter experts.
- c) DE Committee Website Additions, Discussion – Jennifer Carey
 - i. Tabled due to time constraints.
- d) Yearly Recap /Fall 2026 DE Updates, Discussion – Jennifer
 - i. Jennifer provided updates on this year's accomplishments, including 140 faculty engaging in OTC certification activities, DE Addenda revisions, and OTC recertification revisions. Jennifer highlighted some of the ongoing projects, including the development of an Emergency Modality Flexibility Policy, OER workgroup, the annual DE Experience survey, HyFlex training and rollout, and updates to the DE Committee website. Jennifer also expressed gratitude to faculty who have served on the committee who will be stepping down as others join the committee this fall.

The meeting was adjourned at 4:21 p.m.