



RÍO HONDO COLLEGE

Distance Education Committee (DEC) - Minutes Regular Meeting: September 9, 2024 – 1:30-2:30 p.m. - Zoom

Members Present:

✓	Caroline Durdella	✓	Eugene Blackmun		Tim Scholefield
✓	Airek Mathews	✓	Jose Millan	✓	Hank Fung
✓	Zulma Calderon	✓	Angela Medina Rhodes	✓	Scott Jaeggi
✓	Gabriela Olmos	✓	Angel Ho	✓	Cynthia Neri Lewis
✓	Ann Tran	✓	Lydia Llerena	✓	Kenn PiersonGeiger
✓	Abbie Perry	✓	Bianca Urquidi		Don Miller (Guest)
	Michelle Pilati	✓	Irene Truong		
✓	Jennifer Tanaka-Hoshijo	✓	Shirley Isaac		

<p>I. Approval of Distance Education Committee Regular Meeting Minutes – May 13, 2024</p>	<p>Action: Motion made by Dr. Angela Medina Rhodes. Seconded by Dr. Shirley Isaac.</p> <p>Votes: AYE: 14; NAY: 0; ABSTAIN: 0</p> <p>Minutes for Regular Meeting of May 13, 2024 were approved without discussion.</p>
<p>II. DEC Coordinator Report – Dr. Kenn PiersonGeiger</p>	<p>Dr. PiersonGeiger went over various issues that faculty reported with their summer courses and requested that they be mindful of the tone and tenor they use when addressing tech support staff in the Office of Distance Education (DE). He also stated that faculty may opt to specifically request which of the Instructional Designers they would like to work with from the Office of DE if they have a preference. However, Dr. PiersonGeiger noted that taking this approach may delay the issue from being more quickly addressed.</p> <ul style="list-style-type: none"> • Scott Jaeggi expressed his support for the Office of DE and his disappointment in hearing about how some faculty have been addressing the staff. He suggested meeting with those faculty members and their deans to have these issues addressed.

<p>III. Office of Distance Education Report – Dr. Airek Mathews</p>	<p>Dr. Mathews touched on one of the issues that occurred regarding <i>Turnitin VeriCite</i>. This service was discontinued three years ago but <i>Turnitin</i> keeps it running due to the agreement they have with the California Community College (CCC) Foundation. As a result, <i>VeriCite</i> is incompatible with the AI checking functionality, and issues occur anytime the AI checker is updated. Dr. Mathews said the DEC will need to decide in the future about continuing to use <i>Turnitin</i> or switching to a new product. This agreement expires in 2026, after which <i>VeriCite</i> will no longer be available.</p> <ul style="list-style-type: none"> • Dr. Medina Rhodes asked if the California Community Colleges (CCC) system was still paying for this. <ul style="list-style-type: none"> ○ Dr. Mathews stated that Rio Hondo College pays for the licenses at a discounted rate through CCC agreement. <p>Dr. PiersonGeiger stated that, given the date that this product was discontinued and the fact that Rio Hondo College is one of only eleven colleges still using this product, the College could have decided about switching to another product sooner if this news had been relayed to the Office of DE sooner.</p> <ul style="list-style-type: none"> • Dr. Mathews clarified this by stating that the Information Technology Services (ITS) department is responsible for handling various account licenses. As a result, it is possible that <i>Turnitin</i> notified the College about <i>VeriCite</i>, but this information never made it to the Office of DE. Dr. Mathews went on to highlight that this is one of many instances where the Office of DE has had to find a work-round due to internal issues in the IT department. While the Office of DE tries its best to address issues that faculty have, it heavily relies on support from the ITS department. <ul style="list-style-type: none"> ○ Dr. Tanaka-Hoshijo asked if anybody from the IT department sits on the DEC. ○ Dr. Mathews stated that Director Tim Scholefield is the representative for the IT department. He was absent from this meeting.
<p>IV. POCR Club Report – Jennifer Tanaka-Hoshijo</p>	<p>Jennifer Tanaka-Hoshijo provided a brief update on the current number of badged courses, which has increased to 38.</p>

<p>V. DEC Membership Changes / Website Updates</p>	<p>Dr. PiersonGeiger went over changes to the DEC membership and notified the Committee that there are three vacancies (two faculty, one administrative). He mentioned the recently updated content on the Academic Senate webpage, which now accurately reflects the current membership, serves as an up-to-date repository for agendas and approved minutes, and provides faculty with streamlined access to commonly used resources.</p>
<p>VI. Publication of DE-related timelines</p>	<p>Dr. PiersonGeiger shared that the “Important Dates” page on the DE website was also updated to provide faculty with access to various DE-related timelines.</p>
<p>VII. Role of DEC members in disseminating information to constituents</p>	<p>Dr. PiersonGeiger reminded the members of the DEC to speak with their colleagues at their respective division meetings about matters discussed by the DEC. The DEC relies on its members to disseminate information to those who are not on the DEC and who may not be familiar with topics the DEC discusses each term.</p>
<p>VIII. Canvas Manipulation Engine (C.M.E)</p>	<p>Dr. Mathews provided an update to the committee on a new data pipeline that was constructed over the summer to update data in <i>Canvas</i>. This is the first step towards automating this process and, due to the data that is stored in <i>Banner</i>, some faculty may have experienced issues when this system was first implemented. These issues have been addressed, and efforts are being made to resolve issues related to students who register for courses over the weekend.</p> <ul style="list-style-type: none"> • Dr. Durdella thanked Dr. Mathews for developing the Canvas Manipulation Engine and provided some history on the <i>Banner-Canvas</i> integration project. She also provided more details on the issues that had come up over the years of trying to get this integration working.
<p>IX. DE Jamboree</p>	<p>Dr. PiersonGeiger reminded the DEC that the DE Jamboree event is happening on Friday, September 13, 2024, via <i>Zoom</i>. He provided a brief overview of what will be discussed during the half-day event.</p>

<p>X. Distance Education Development Series</p>	<p>The DE Jamboree is the first of many professional development events that the Office of DE will be hosting during the fall semester. Dr. PiersonGeiger provided a brief reminder of the other various events that will be occurring during upcoming months.</p>
<p>XI. Recent LTI installations</p>	<p>Dr. Mathews provided an update on new Learning Tools Interoperability (LTI) tools that were recently approved for use.</p>
<p>XII. Data Review Task Force: Results of Discussion</p>	<p>Dr. PiersonGeiger briefly touched on the results of the Data Review Task Force that was assembled at the end of the spring 2024 term. He stated that he would like the Data Review Task Force to continue in some capacity, but to focus on the best course of action regarding DE training standards for faculty.</p> <ul style="list-style-type: none"> • Dr. Mathews pointed out that the changes to Title V and the new Accrediting Commission for Community and Junior Colleges (ACCJC) rubric may be something the reformulated Task Force should discuss.

<p>XIII. ACCJC Distance Education Rubric</p>	<p>Dr. PiersonGeiger asked the DEC for any comments or questions they had after having participated in the “Distance Education Resources and Rubric” listening sessions held by ACCJC.</p> <ul style="list-style-type: none"> • Dr. Durdella provided context on the development of this new rubric by ACCJC. • Dr. Mathews provided an overview of the new rubric. • Eugene Blackmun voiced concerns over the likelihood that many courses may not be aligned with even the minimum standard indicated. • Multiple members voiced concerns over being unsure which method of student interaction best fulfills the requirement of regular and substantive interaction. Different instructors may use different tools to communicate, and this may pose an issue when courses are reviewed for regular and substantive interaction. <ul style="list-style-type: none"> ○ Dr. Durdella provided additional information on this issue and stated that it is the institution’s job to provide evidence of interaction to the peer review team as the accreditors will otherwise not go out of their way to find evidence of regular and substantive interaction.
<p>XIV. AP 4105: Distance and Correspondence Education</p>	<p>This item was tabled for the next meeting due to time constraints.</p>
<p>XV. Proposed Revision to “DE Course Merge Process”</p>	<p>This item was tabled for the next meeting due to time constraints.</p>
<p>XVI. Adjournment</p>	<p>The meeting was adjourned at 2:30 PM.</p> <p>The next Regular Meeting is scheduled for Monday, October 14, 2024.</p>