Distance Education Committee AGENDA
November 7, 2025; 1:00 to 2:30 pm (Zoom)

Committee Charge: The Distance Education Committee advises the Vice President of Instruction regarding all modalities of Distance Education offered at the College and identifies methods of access, resources, and support systems that create an inclusive and equitable learning environment and eliminate barriers for all students. The committee functions as a visionary body, as a conduit for information between faculty, administration and students, and as a technology advisory on matters related to distance education. (9/20/2024)

Committee Members

☐ Adler, Dawn
☐ Al-Husseini, Maha
☐ Coats, Cherishea
☐ Cisneros, Maribel

☐ Lewis, Stephanie **(Co-Chair)**
☐ Lillard, Sheri **(Faculty Chair)**
☐ Lopez, Maria
☐ Navarrete, Jesse
☐ Parker, Garry

☐ Pave, Adam
☐ Recinos, Jose
☐ Sogomonian, Nori
☐ Torrez, Michael (F2025 Sabbatical)
☐ Wang, Wei-Chung

1. **Call to order**

2. **Approval of the agenda**

3. **Approval of minutes:** 10/17/2025

INFORMATION/UPDATES

4. **District DECC**
   a. Software update: ReadyGo availability and training
   b. Other updates (Cherishea)

5. **DE Addenda**
   a. Emergency addendum: First read: 10/20/2025; Second read: 11/3/2025 (approved)
   b. Standard and Emergency addenda to be posted on Website

6. **DE Training**
   a. New certificate designed
   b. Badging updates
   c. Convocation Week Schedule – January 2026 (Details TBA)
      • Online Refreshers: (2) in-service days; (1): adjunct orientation
      • Online RSI (1): flex day
      • In-person accessibility (1): in-service day B100
   d. Refresher training

7. **Website Updates**
   a. Set up archive section for old agendas and minutes
   b. To do: Modify DE training section (including clear Refresher language), establish RSI and Accessibility pages; post DE addenda and RSI policy

8. **Title II Accessibility: Apr 24, 2026 compliance date**
   a. Overview presentations: College Council and Academic Senate: 10/29/2025; Chairs: 11/14/2025
   b. Information/updates
   c. Faculty support plan (checklist, trainings)

ACTION/DISCUSSION

9. **Mission statement of DE committee**
   a. Outdated on website (10/17/2025 deleted strikethrough text): The mission of the Distance Education Committee is ~~the same as the College~~: "San Bernardino Valley College provides quality education and services that support a diverse community of learners."
   b. Approve revised DE committee mission statement **(action)**

10. **RSI Plan/Implementation**
    a. ACCJC random selection of courses: Fall 2026
    b. Program Review discussion 10/29/2025 to include RSI in Aspire; Feb 2026 follow-up
    c. Plan for implementation **(action)**
    d. RSI course mentoring procedure **(action)**
    e. Draft messaging to request volunteer instructors for RSI mentoring **(action)**
    f. Self-evaluation checklist and supplemental information **(action)**
    g. Local rubric to evaluate selected courses: feedback (approve final version 11/21)
    h. Participatory Governance:
       - 10/27: Accreditation committee – Initial feedback.
       - 11/10: Accreditation committee – Present final plan.
       - 11/14: Chairs – Present as information item.
       - 11/19: Academic Senate – Ask for motion of support.
       - 12/10: College Council – Ask for vote to approve.

11. **Adjournment (next meeting 11/21/2025)**