



Assessment Report

Governance (Committee) - Distance Education

Committee

Purpose Statement

- A. Review and recommend policies and procedures for the conduct of online instruction and the operation of online courses
- B. Make recommendations to the Academic Senate regarding priorities as they relate to instructional support for online and hybrid courses
- C. Provide input to the Academic Senate on the development of policies and academic initiatives as they relate to online courses
- D. Serve as a discussion forum for pedagogical issues regarding the teaching, learning, assessment, ADA/504/508 compliance, and student support services for online and hybrid courses.

Membership

Meets on the first Tuesday of the month.

Co-chairs:

Faculty co-chair - Elise Baker, Distance Education Coordinator

VP of Academic Services or designee, co-chair - Francisco Castillo, Academic Dean

Faculty, voting:

Agriculture – Allison Ferry-Abee

English – Brice Nakamura

Library – Mai Soua Lee

Math – George Woodbury

Social Sciences – Linda Del Rio

Counseling – Kristi Hodges

P.E. – Michelle Bolt

Fine Arts – Carinne Knight

Allied Health – Elizabeth Dilbeck

Language & Communication - Brianda Louro

Consumer Family Studies – Zaelin Stringham

Instructional Designer - Erin Heasley

One adjunct faculty member - Madison Johansson

Science – vacant

Business – vacant

Industry and Technology – vacant

Non-faculty members:

Access and Ability Center - Lyndsi Litten

One classified employee appointed by classified employees - Jeremy Tierce

Student, non-voting:

One student, nonvoting, appointed by students - Erica Jensen

Governance (Committee) - Distance Education: Assessment Column Report

Initiative

Initiative Name: Conduct routine business
Initiative: DECOS will conduct routine business as outlined in the Governance Manual, including the review of annual committee survey, promotion of equitable teaching strategies, and keeping online resources for faculty and students up to date.
Initiative Status: Active
Academic Years: 2025 - 2026, 2024 - 2025, 2023 - 2024
Start Date: 09/05/2023

Results
Result Date: 05/06/2026 Reporting Period: 2025 - 2026 Results: DECOS continues to conduct routine business like reviewing external DE training courses, and reviewing and refining processes and procedures. Report Type: End-of-Year Result: Carried Forward <u>Actions</u> <u>Follow-Up</u>

Initiative

Initiative Name: Conduct targeted marketing for POCR and OCTA
Initiative: By May 2026, each DECOS representative will present and/or advertise to their division or constituency about POCR and OCTA processes, how to choose a pathway to certification, and how to enroll.
Initiative Status: Active
Academic Years: 2025 - 2026
Start Date: 10/07/2025

Results
Result Date: 05/06/2026 Reporting Period: 2025 - 2026

Governance (Committee) - Distance Education: Assessment Column Report

Results

Results: Each DECOS representative presented and/or advertised to their division or constituency about POCR and OCTA processes, how to choose a pathway to certification, and how to enroll. This work will continue through 2028.

Report Type: End-of-Year

Result: Carried Forward

Actions

Follow-Up

Initiative

Initiative Name: Collect division feedback on workshop needs/wants for DE certification maintenance for DE maintenance program planning

Initiative: As faculty complete their DE certification processes, they must complete 2 hours of DE-related professional development annually to maintain their certification. DECOS reps will seek regular feedback from divisions to establish faculty wants and needs from DE workshops and bring it to the body for discussion and program planning so appropriate workshops can be developed and offered on an ongoing basis. Data collected should include preferences for days, times, durations, and topics.

Initiative Status: Active

Academic Years: 2025 - 2026

Start Date: 10/07/2025

Results

Result Date: 05/06/2026

Reporting Period: 2025 - 2026

Results: DECOS representatives shared a survey their their divisions to collect information on topics of interest related too distance education professional development offerings. Review of results will occur in early Fall 2026 meetings to determine DE PD programming that is adapted to faculty needs and interests.

Report Type: End-of-Year

Result: Satisfactory

Actions

Follow-Up

Initiative

Initiative Name: Research, design, and propose ongoing RSI "health checks" practices

Governance (Committee) - Distance Education: Assessment Column Report

Initiative: To address a formal recommendation, the college must develop an RSI checks/maintenance system to remain compliant with legal mandates beyond the accreditation site visit. DECOS will discuss and explore processes and programs that might provide RSI data and analysis and determine if they meet local needs. If a tool is identified, recommend findings to Ed Tech Committee.

Initiative Status: Active

Academic Years: 2025 - 2026

Start Date: 10/07/2025

Results
Result Date: 05/06/2026 Reporting Period: 2025 - 2026 Results: The committee has explored both qualitative and quantitative methods for supporting RSI compliance and will continue to discuss and explore processes and programs that might provide RSI data and analysis and determine if they meet local needs. Canvas is introducing an analytic tool that will gather and present this data, and the committee will determine once it is available if this feature will address the need. Report Type: End-of-Year Result: Carried Forward Actions Follow-Up

Initiative

Initiative Name: Collaborate with Scheduling to communicate online course requirements and expectations to students at the point of registration

Initiative: Faculty report that students are often unaware and/or unprepared for online learning. DECOS would collaborate with the Scheduling Coordinator and Technology Support services to determine the best approach for getting online course information to students before or immediately following registration to promote student success and retention in online courses.

Initiative Status: Active

Academic Years: 2025 - 2026

Start Date: 10/07/2025

Results
Result Date: 05/06/2026 Reporting Period: 2025 - 2026 Results: The committee has reviewed a demo of the new Class Search and has provided feedback via the official feedback form to recommend the inclusion of information related to what each course format looks like in practice. Seeing that feedback integrated will complete this initiative. Report Type: End-of-Year Result: Carried Forward

Governance (Committee) - Distance Education: Assessment Column Report

Results
<u>Actions</u> <u>Follow-Up</u>