



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT DISTANCE EDUCATION COORDINATION COUNCIL

MINUTES
MAY 8, 2025 2:00 PM

The distance education coordination council (DECC) has the charge to develop guidelines and recommendations to the colleges regarding distance education issues. This committee shall have the added responsibility of coordinating district support for distance education offered at Valley college and Crafton hills college. All programs offered in the district through distance learning shall be a part of one of the two colleges with the appropriate review and evaluation by the academic senate and the discipline being offered.

MEMBERS

Cherishea Coats, Sara Butler, Brandice Mello, Cynthia Hamlett, TL Brink, Andy Chang, Rania Hamdy, Stephanie Lewis, Luke Bixler, Ilaria Henein, Nori Sogomonian

MINUTES APPROVAL

Approved By:
Seconded By:

Crafton Hills Updates

TOPIC	DISCUSSION
	- Distance Education Program Committee just completed in the last meeting, offering input on the ACCJC standards 2.1 through 2.8 for the development of a narrative for accreditation review. Took 2 meetings to complete, but it looks like everything is squared away. 9 faculty (including Cynthia) are attending this year's Online Teaching Conference. - POCR team continues to refine and make edits to its review process with input from the faculty who are participating in the soft launch. - Exploring the easiest way to assist with remediating captioning on public YouTube videos. Looking into a tool called Amara to assist.

Valley College Updates

TOPIC	DISCUSSION
	New DE Lead Sheri Lillard will start the Fall term and Nori will help with onboarding. She will stay on until the 30th of June. Will remain on the DE Committee until the fall.

TOPIC	DISCUSSION
	• 118 faculty completed the refresh course and the updated list is now available • 67 addenda in curriculum were reviewed and approved. Many of them were for the water resources management for the new bachelor's program • Current 7 enrolled for upcoming distance ed level one training from March. There are 37 new distance-ed faculty certified. • Currently working on RSI definition, but they found that it may be different for each discipline. At this time, it is difficult to create just one definition for Valley. Will work with Cynthia to see how Crafton approached this item. • Start looking into using the Accredible badging solution. • In collaboration with Crafton, Valley, and District, the AI Academy was considered a success by Rania, and part 1 recording is now available. Part 2 is scheduled this Friday, and it is encouraged for people to register. • Rania is transitioning out of the PD Coordinator role at Valley to the Communications Department in the fall. There will be a .5 faculty lead for PD focusing primarily on faculty professional development. If the position does not fly yet, there is no set plan, but Rania will help support in any way she can.

District Distance Education Updates

TOPIC	DISCUSSION
Tools	• ClipChamp was brought up in the discussion for video editing through Microsoft Suite • Maybe highlight that Canvas Studio has video editing as well with Screencast-o-matic
Updates	• ACMM: participating in this model. It is the Accessibility Capability Maturity Model (ACMM). This is specifically a product being offered to check accessibility at the campus. It starts at the top with Administrators, but there are multiple levels to ensure compliance. Andy got the ball rolling on this. This is to make sure the district is up to date by the deadline due to the updated Accessibility Laws and Standards. There are quite a few Title 2 changes coming down the line. Everything tied with technology: website, Canvas, etc. Various CCCs have already participated in this.
Canvas Updates	
Training	• Inservice: hosting 3 workshops. Canvas Updates, Accessibility and Tools, and Harmonize • Zoom Retention one-on-one: October 2nd the recordings will vanish. Continuing on with these one-on-ones, and will do so until the deadline. This information was also displayed in the Valley newsletter from the Valley President. • CVC@ONE AI Series Webinars • Web Document training (for accessibility)

Discussion Topics

TOPIC	DISCUSSION
	• Manager access to all department courses cont. • There are already a few requests made from Canvas. This was possibly already brought up somewhere at Crafton? The belief was that this would start in Fall, but maybe there was something else already decided that others were not a part of? •
	• Pronto Suite (Campus) this includes Classroom • Pronto Classroom is \$2.57 per FTE; 400 users per course; total \$37, 579 • Pronto Campus is \$5 per FTE; 400-3000 users; total \$73, 110. Comes with additional features like QR usage, increased size, and communication outside of campus. • Rania mentioned Starfish can be used instead. Mentioned Presence, but this is only at Valley, if the contract is still there. • Do a possible software comparison.
	• Yuja: this system can update your documents within Canvas. Everything is updated through Canvas. There is also an outside feature to help make documents accessible outside of Canvas. It is too late to add it to this fiscal year, but maybe this can be something for the next school year? • The recording for Yuja has been attached if anyone missed the demo. • Students are able to make documents accessible for themselves as well. • It takes care of everything as opposed to using multiple tools to ensure everything is accessible.

Next Meeting: September 11, 2025