



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT DISTANCE EDUCATION COORDINATION COUNCIL

MINUTES
MARCH 12, 2026 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, **Stephanie Lewis**, Luke Bixler, **Ilaria Henein**, , Sheri Lillard, **Keenan Giles**, **Toni Parsons**

Guest: Elaine Harman

MINUTES APPROVAL

Approved By: Cynthia Hamlett
Seconded By: Toni Parsons

Crafton Hills Updates

TOPIC	DISCUSSION
RSI and OTC	• The campus has been focused heavily on Regular and Substantive Interaction (RSI) in preparation for Fall 2026 course evaluations. Cynthia has been distributing a bi-weekly RSI newsletter aligned with the ACCJC pilot rubric and the Region 9 DE Coordinators' framework. • RSI templates for syllabi and an importable Canvas module are in development to support faculty without requiring them to start from scratch. • An external consultant completed the RSI audit. Key finding: faculty may be performing RSI activities, but those activities are not sufficiently visible in Canvas syllabi or course shells. Faculty lacking documentation will likely need to submit screenshots or supplemental materials to the accreditation team. • POCR meets the day after DECC each month; the team will discuss RSI templates at the next session. • Cynthia served on the OTC Content Committee; sessions have been approved with a focus on AI, RSI, and accessibility.

Valley College Updates

TOPIC	DISCUSSION
	• Shari is actively working on RSI compliance; deans have been tasked with communicating RSI expectations to faculty. • ACCJC will review approximately 5% of fully online courses; the expectation is that at least 85% of reviewed courses meet RSI standards. • Repetitive use of the same RSI strategy (e.g., only office hours, three times weekly) does not satisfy the standard variety is required. • Keenan Giles introduced himself as the new Professional Development Coordinator at Valley, noting he attends the chair-of-chairs meeting and is part of an AI task force developing a handbook.

District Distance Education Updates

TOPIC	DISCUSSION
ERP Update	Elaine Harman presented an ERP (Enterprise Resource Planning) project update on behalf of the ERP project team, noting that she and Luke have been presenting to all district committees. • The district currently operates multiple disparate systems. Student information runs on Colleague; HR uses three different systems; Finance uses Oracle plus the county system. • The goal is to consolidate all major systems under a single Ellucian Colleague umbrella to create one system of record with integrated modules. Third-party tools (e.g., NeoGov, CourseDog) will remain and connect to the system. • An AWS Data Lake/Lakehouse will be implemented to enable machine learning and predictive analytics. • Improved user experience for staff, faculty, and students; innovation capacity; better data-driven decision-making; scalability; enhanced cross-team collaboration. • Go-live is targeted for July 1, 2028. • Product demonstrations, kickoff (Feb. 23), strategic alignment meeting (Mar. 2). The project is currently in a 6-month business process and gap analysis phase. • Project information available at the district wiki under /modernization. Monthly awareness sessions are being held; the next session is March 13 at 1:00 PM (Valley). A feedback/questions form is available on the wiki.
Tools	<u>Quizzing Survey</u> • Cherishea Coats distributed a faculty quizzing survey to gather feedback on Canvas quiz challenges — particularly for STEM disciplines where mathematical equations and formula entry are burdensome and present accessibility concerns. • Purpose: Gather data to evaluate potential alternative quizzing solutions. Survey was distributed to faculty the day prior to the meeting. DECC members were asked to review and provide feedback on the survey instrument.

TOPIC	DISCUSSION
Updates	Canvas Accessibility Audit Results • The district hired a vendor to conduct a formal accessibility audit of all district websites (Valley, CHC, District) and selected Canvas components. • Key findings: Color contrast issues (across all three Canvas themes — CHC, District, Valley); calendar accessibility issues (significant — screen-reader related tab/navigation issues); various coding-level issues outside the district's control that must be escalated to Canvas directly. • Cherishea met with the Canvas rep and received guidance on how to submit items to Canvas. Some fixes (theme color contrast) can be made internally; others require Canvas engineering. • A district Accessibility Work Group has been formed to work through audit findings systematically. • Tools already in use (Pope Tech, Udoit, ReadyGo) will continue to support ongoing course-level accessibility monitoring. ReadyGo allows scanning from a dashboard without entering individual courses. • Cherishea plans to generate accessibility reports for deans, identifying courses needing attention. ACMM • Cherishea Coats reported that the district has been officially accepted into an ACMM (Association of Chief Multimedia/Media Officers or similar — context indicates a DE-focused cohort) cohort, anticipated to begin in Fall 2026. Leadership buy-in and reassurance about the April accreditation deadline were noted. The committee expressed excitement and relief. Zero Textbook Cost (ZTC) / LibreTexts Initiative • The California Community Colleges Chancellor's Office has launched a system-wide ZTC initiative. The district now has access to LibreTexts (LibraText) for 5 years at no cost, funded at the state level. • LibreTexts provides OER (Open Educational Resources) content creation tools, a large library of existing OER materials, and additional resources (including the H5P suite). Faculty can create, share, and contribute content. • An onboarding webinar was held March 11; two additional sessions remain. Cherishea will distribute the remaining session links to DECC. Attending the live sessions is recommended over recordings due to chat content. • Most disciplines are represented, though some STEM fields may have gaps. Crafton Hills is already preparing an OER ESL textbook for submission to LibreTexts. • Dr. Lewis asked about account setup: faculty must create and verify an account to access the full suite. • Cherishea will coordinate distribution of onboarding information with campus contacts (Cynthia at CHC; corresponding contact at Valley).
Canvas Updates	<u>Canvas Enhanced Rubrics</u> will be the default after Dec 19 2026 • Canvas has released an enhanced rubrics feature, currently available as an opt-in feature option (not enabled by default). Faculty can activate it at their leisure within their course settings.

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	- Canvas will force-migrate all rubrics to the new enhanced version in December 19 2026. Enabling now allows faculty to acclimate before the mandatory transition. - One-on-one training support is available through Cherishea Coats (note: currently high demand with support staff reduced due to Brandy being on leave).
Training	One on one appointments

Discussion Topics

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	Equidox Licenses (Accessibility – PDF Remediation) - Equidox is a state-funded tool for PDF remediation and accessibility. The state is providing 6–8 licenses per campus (CHC, SBVC) and for the district. - Distribution model: It has been recommended (and approved by district security) to use a shared departmental email address (e.g., a DE email) so multiple staff can use a single license. Cherishea has coordinated with IT/security (Roger) and confirmed this is acceptable. - Cherishea indicated she will move the deeper Equidox discussion to the new Accessibility Work Group rather than continuing it at DECC.
	Harmonize Renewal - Harmonize usage has grown consistently (500–1,000 additional users annually). The district exceeded its prior 4,000-user license cap and will incur approximately \$1,000 in overages. - A three-year contract was negotiated with Harmonize at tiered license levels (4,000 → 5,000 → 6,500 users across the three years) to lock in better pricing and absorb overages within the upper tier. - Harmonize is offering an AI-powered Accessibility Support Package (AI video description/alt-text generation) as an add-on. Year 1 cost: approximately \$16,000 (additional); increasing by approximately 7% per year. - Cynthia asked whether the AI description feature would apply to externally-hosted YouTube videos (no definitive answer; Cherishea to follow up with Harmonize). - NetTutor was raised briefly by Dr. Lewis – usage appears low. Toni Trejo Parsons agreed to look into current usage data and report back.
	<u>Turnitin Clarity</u> – Status Update & Discussion Turnitin Clarity was introduced at the prior DECC meeting, initiated by the Valley College English department as a tool to monitor student AI usage during the writing process. The CHC English department raised significant concerns. Not supportive of moving forward with Clarity at this time. Concerns cited include potential for discrimination (particularly against BIPOC and multilingual writers), AI false positives, and fundamental philosophical objections to surveilling student writing processes.

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	• LibreTexts Forge (available at no cost for one year via the ZTC initiative) as a process-oriented, open platform approach. • Waiting until Spring 2027 before pursuing a Clarity pilot, to allow additional research and cross-campus faculty discussion. • Toni Trejo Parsons raised a concern that one department's position (English) should not prevent other disciplines from accessing a tool they may find beneficial. • The two campus English departments (CHC and SBVC) should have their own intersystem conversation first. Cynthia Hamlett and Toni Trejo Parsons agreed to gently follow up with respective English department chairs to facilitate that conversation. • Cherishea noted that Turnitin has previously provided professional development sessions (e.g., Flex Days) to help faculty interpret AI detection reports, and that increasing those training opportunities is an option. • DECC members engaged in a broader discussion about AI bias, AI literacy, and the importance of teaching students – and all campus constituencies – to navigate AI technology thoughtfully rather than avoid it.
	<u>GoReact</u>-Awareness and Utilization GoReact is a video-based feedback platform used primarily by ASL and communication/speech courses at CHC. The district holds a license for up to 5,000 users, but Valley College appears unaware of or underutilizing the tool. • CHC faculty member Brianna originally advocated for and funded GoReact before it was adopted at the district level. CHC's ASL, communication, and speech courses use it extensively. • Valley College may not be aware of the district license. Dr. Lewis confirmed that Valley likely doesn't know about GoReact. • The tool supports authentic assessment (video submissions, faculty timestamped feedback), RSI documentation, and anti-fraud efforts (live and recorded video verification of student identity). • Keenan Giles indicated he would raise GoReact at the chairs meeting at Valley and flag the underutilization issue. • Cherishea to initiate outreach/training efforts at Valley; obtain GoReact usage data and dashboard access; report back to DECC once usage data is available and use case is established. Consider cross-campus license expansion discussion thereafter.
	Crosslisting Canvas Courses (Tabled) • An ongoing topic. Cross-listing identical sections raises FERPA concerns; currently limited to sciences and lab-linked courses (e.g., PsychTech). Cherishea was asked to bring this back to DECC. Resources and training needed before broader implementation.
	SI/Tutor Roles (Tabled) • Requests have been received to define the role and permissions of Supplemental Instruction (SI) tutors within Canvas. There is a tension between

TOPIC	DISCUSSION
	instructor preferences and system-level Colleague enrollment configurations. Discussion tabled for next meeting.
	AI Guidance
	<u>Canva</u>
	<u>EdPuzzle</u>
	<u>Canvas Intelligent Insights</u>

Next Meeting: April 9, 2026