



COLLEGE OF MARIN

Distance Education Committee (DEC)

Date: Tuesday, December 09, 2025

Time: 11:00am-12:00pm

Location: AC 229

Emergency Zoom Meeting ID: 857 2637 4070

Attendees: Carl Freschl, Joshua Kas-Osoka, Ingrid Kelly, Stacey Lince, Ephantus Mogere, Jessica Park, Kathleen Smyth, Cari Torres

Absent: Victor Contini, Andy Haber

Meeting Minutes

1. Call to order 11:02 AM
2. Agenda Approved (Kathleen/Ephantus)
3. Minutes from 11/09/2025: Approved (Ephantus/Kathleen)
 - a. with edits to an "AND" that needed to be crossed out on page 2, 5th bullet
4. Public requests: None
5. Discussion items
 - a. **Final draft recommendation to Academic Senate**
 - The committee reviewed the final draft recommendation to Academic Senate for budget and institutional process, focusing on recent additions.
 - Explained that the last two bullets in the overview section were added based on previous discussions
 - Confirmed that a bullet point was added about supporting OER and alternatives to enhance UDL (Universal Design for Learning) implementation
 - Suggested clarifying that OER is not just for DE but for the whole college across all delivery modes
 - Proposed a change to the objective regarding Title II updates, correcting "2026 updates" to "2024 updates, effective April 24, 2026"
 - Suggested adding "learning modalities" to the text

- The committee approved forwarding the recommendation to the Academic Senate with the two changes
- Ingrid will email the document to the Senate and request to present it in person, likely in January

b. ACMM update

- Ephantus and Stacey reported that College of Marin received a score of 47 out of a possible 110 (with the highest score among California community colleges being 110 and the lowest around 19)
- Outlined four main recommendations from ACMM:
 - Need for a governing body for accessibility at College of Marin
 - Need to fill the web position to meet ADA goals
 - Training for all campus-wide faculty and staff on ADA content
 - Document access efforts and formalize business processes
- Stacey and Ephantus confirmed we have not received the official report from ACMM team.
- Ephantus volunteered to email Erisa to ask about the status of the report

c. DECO updates

- Ingrid shared updates on the new POCR rubric:
 - New faculty and reviewer resources are being built alongside rubric updates
 - The rubric will launch at OTC 2026 conference
 - Soft adoption in fall 2026 with full adoption slated for fall 2027
 - Four pillars emphasized: AI, RSI, privacy and security, and equity
 - New Section zero (0) will move accessibility and UDL to the start of the review process
- Discussed plug-and-play adoptable courses designed for emergency or rapid deployment
 - Upcoming courses include Anthropology, Art History, Economics, English, and History
 - These are not meant to be canned courses but launching points for faculty
 - The plug-and-play template structure will be launching by the end of January

d. Restructuring POCR process

- Discussed potentially restructuring local POQR process to start with Section D (accessibility) review first.
- Proposed starting with Section D review before proceeding to Sections A through C
- Section D reviews can be done efficiently with more reviewers
- Emphasized that understanding Section D requirements helps faculty create accessible content from the beginning
- The current bottleneck is not with reviewers but with faculty implementing the recommended changes
- Committee agreed to consider a checklist for Section D
- Ingrid will include reminders about Section D in the upcoming newsletter
- Discussed potentially offering a flex training for both POQR reviewers and faculty
- The committee recognized the need for more accessibility mentors, especially in challenging areas like STEM

e. **Spring DE training cohort**

- Discussed recruitment and management of the next cohort for online teaching training.
- Agreed to contact department chairs about DE training opportunities
- Participants who didn't complete the previous training will need to sign up again
- Ingrid and Stacey will discuss the timeline for the next cohort start before sending out messages

f. **Action items**

- Email the final draft recommendation to Academic Senate with the two approved changes
- Request to present the recommendation to the Senate in person
- Include Section D reminders in the upcoming newsletter
- Send out email to department chairs about DE training opportunities
- Contact previous incomplete participants about signing up for the next cohort

6. Adjourn 11:50

Next Meeting:

- DE Flex meeting 1/28 12:40-1:30
- DEC meeting: 2/10 11:00 am