

Fullerton College

Distance Education Advisory Committee Minutes

April 28, 2026 (2:00 P.M. – 3:30 P.M.)

Chair: Darnell Kemp, Distance Education Director

Resource Member: Cory Thomas, Instructional Designer

Attendance: Janna Anderson, Minh Bui, Tracy Guild, Kelly Klassen, Michelle Loy, Kristin Mihaylovich, Lugene Rosen, Marcus Wilson

Mission and Purpose

DEAC defines a common vision for distance education at the College. It establishes goals and charts the coordinated implementation of distance learning across the campus. In addition, DEAC positions the College to respond most effectively and efficiently to growth in demand and to the rapidly changing technological opportunities within the field of e-learning. Among DEAC's goals are to:

- Increase student success and retention
- Increase student access
- Increase faculty training in DE methods, technologies, and assessment practices
- Increase student support and training for application to DE classes
- Support the academic rigor of the DE curriculum
- Support academic integrity

2026-2031 Strategic Goals

- Strategic Goal #1: Strengthen and sustain the college's robust Distance Education Office to serve as a leader in advancing online teaching and learning, supporting students, faculty, and staff with best practices, professional development, and ensuring the office continues to evolve in response to emerging technologies and campus-wide needs.
- Strategic Goal #2: Advance the college's mission for distance education by expanding and strengthening online learning across the campus to meet growing demand and evolving technologies. This includes enhancing faculty training and support, safeguarding academic integrity, and strategically utilizing the current budget while advocating for additional funding to address the increasing demand for online courses and digital learning resources.
- Strategic Goal #3: Engage in continued research and explore current, new, or improved technologies that support diverse student needs and assist instructors in creating courses while maintaining accessibility standards

Agenda

1. Minutes and updates from the last meeting

- Last month's meeting minutes are shared and posted on the website and on Canvas Shell

2. District Technology Committee update

- Currently have two subgroups focused on:
 - AI policy development for the Board
 - AP-related initiatives
- Discussed monitoring the usage of Gemini and Copilot to ensure compliance with California AI regulations
- Canvas will now offer three service tiers:
 - Core
 - Plus – includes Canvas Studio
 - Next – includes Studio and all of the AI features
- Lockdown Browser pricing has increased; additional seats were purchased to meet end-of-year demand

3. Campus Technology Committee update

- Mission and purpose statement has been revised
- Exploring the use of an assessment tool for software selection

4. Display Cases

- Encouraged DEDRs to submit posters promoting courses from various divisions

5. Ensuring Quality in Online Courses

- Discussed creating policies and best practices to support faculty and adjunct instructors in online teaching
- Emphasis on the need for consistency across online courses to improve the student experience and support student success.
- Reviewed distinctions between policies and best practices
- Shared updates on accessibility requirements, including the need for captions on all online materials and communications
- Discussed upcoming Canvas dashboard customization features for students

6. Steering Committee Recommendations for RSI

- Recommended developing best practices at least one semester in advance
- Discussed updates to RSI qualification requirements
- Reviewed Canvas group tools and strategies for maximizing group functionality

7. OCS Review for Divisions without DEDR

- Discussed divisions without a DEDR representative
- Plan to revisit in the Fall semester to clarify language and determine coverage responsibilities

8. POCR Report

- There are current concerns regarding DE budget cuts and their impact on the college mission
- Reviewed current best practices and inconsistencies related to course start and public dates
- Discussed accreditation-related recommendations and possible changes

9. General Discussion

- Current DE enrollment estimated at approximately 43% online
- Discussed HyFlex instruction models

Meeting adjourned: 3:14 P.M.

Minutes taken by: Maria Rodriguez

Next meeting: May 26, 2026