

Crafton Hills College Distance Education Program Committee Minutes

Date: February 25, 2026
 Time: 2:00 – 3:00 PM
 Location: LRC 135
 Next Meeting: March 11, 2026

[Membership](#)

[Committee Norms](#)

Members:

Adams, Matthew (Faculty)	Mello, Brandice (District DE Team)	Southerland-Amsden, Frances (CS rep)
Brighton, Breanna (Faculty)	Oxendine, Aaron (Technology Services)	Thronson, Glen (Faculty)
Brink, T.L. (Faculty)	McAtee, Robert (Faculty/Counseling)	White, Matthew (SAS)
Coats, Cherishea (District DE Team)	Parsons, Toni (Associate Dean, Instructional Support Services)	Wurtz, Keith (VPI/ALO)
DiPonio, Gwen (Curriculum)	Riggs, Michelle (Institutional Advancement)	Zuniga, Ruby (CSEA, OEIRP)
Gaddy, Duran (Faculty)	Rolle, Christian (Student Senate)	
Hamlett, Cynthia (Chair, Interim Distance Education Director)	Simonson, Kristi (Web Developer)	
Harris, Kashaunda (PDC)	Sosa, Gio (Dean, IERP)	






Charge:



The Distance Education Program Committee ensures that distance education at CHC is equitable, high quality, and guided by evidence-based decision making. It develops, reviews, and assesses policies and practices using data, assessment results, student feedback, and research to guide improvement. Working with faculty, students, staff, departments, and other committees, DEP aligns distance education with the college's equity, diversity, and student success goals while addressing barriers in technology, resources, and support. The committee makes recommendations on pathways, technologies, professional development, instructional practices, and evolving external standards to strengthen the CHC distance education program. It also assists in reviewing and verifying DE instructor training, in collaboration with SBVC, to ensure regulatory compliance. Additional responsibilities include maintaining and updating DE resources such as the CHC DE website, micro-courses, and training; contributing to regular review of the CHC Distance Education Plan; and serving as a liaison to the CVC, DECO, and District DE to keep the campus informed about progress and outcomes.

Preliminary Business

TOPIC	DISCUSSION	ACTION
Call to Order:		2:01
Review 2/11/2026 minutes	2-11-2026 Minutes	Approved

Reports & Questions from the Constituency

CONSTITUENT	REPORT/QUESTION	NOTES
 DEP Chair	<ul style="list-style-type: none"> • 2/20/2026 DECO Meeting slides • Meeting recording not yet available <p>IOTLA Spring 2026 began on 2/23. Largest enrollment since the Crafton in-house training started in February 2020!</p>	
 District DE Team	<p>Quizzing Needs We've received multiple concerns from faculty regarding Canvas Quizzes, particularly around equation based assessments and functionality limitations. We plan to distribute a faculty survey to better understand specific needs and determine whether alternative solutions should be explored. Please be on the lookout for that soon.</p> <p>Turnitin Clarity Pilot There has been increasing interest in Turnitin Clarity, especially in light of ongoing concerns related to AI and writing integrity. Clarity provides transparency into the writing process. We are targeting a Fall 2026 pilot to allow adequate time for planning and training.</p> <p>Enabling Ignite AI Canvas has released several new AI features. Given broader AI related concerns and the fact that some tools are currently free only through June 30, DECC discussed the rollout carefully. The decision was made to enable the features to allow faculty to explore and evaluate them during this period.</p>	
 Administration	None	
 OIERP	None	
 POCR	One faculty member is preparing to submit their course.	

 General Announcements	<p>Gwen: Last phase of common course numbering may be held off indefinitely</p> <p>Kashaunda: PD in planning phase for fall, Nohemy is working on an AI training</p> <p>Toni: a future agenda item for DEP to talk about DE and dual enrollment</p>	
New & Ongoing Business		
ITEM	RECOMMENDATION & DISCUSSION	ACTION
Faculty-facing DE website	<p>In this meeting, we'll focus on the CHC Distance Education and Academic Integrity Online pages</p> <ul style="list-style-type: none"> • DE faculty survey • CHC Online Teaching web pages 	<p>It was agreed to update the front page "Online Teaching" with a more modern look and organization. "CHC Distance Education" was condensed and renamed "DE Course Modalities" (possibly temporary). The "Academic Integrity Online" page will be taken to chairs for discipline specific suggestions.</p>
Concluding Business		
ITEM	NOTES	ACTION
Other business		
Adjourn:		2:54
Standing Items		
ITEM	NOTES	ACTION
 DEP 2025-2026 Committee Goals	Ongoing assessment of committee goals	

Distance Education 2025 Program and Planning Review	Ongoing assessment of DE PPR Goals and Objectives	
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Mission Statement
The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

Vision Statement
To empower the people who study here, the people who work here, and the people who live in our community through education, engagement, and innovation.

Institutional Values
We rely on the following values to support our vision and mission:
Respect: To champion active listening and open dialogue within our community.
Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.
Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.
Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.
Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience.