



**Distance Learning Committee**  
College of the Siskiyous, 800 College Avenue, Weed, CA 96094

**DISTANCE LEARNING COMMITTEE MINUTES**  
**Tuesday, November 12, 2024**  
**2:00-3:00 pm, DLC 4**

**Members Present:** Maria Elena Fernandez, Carly Zeller, Elizabeth Carlyle, Sherice Bellamy, Alison Varty, Jude Baldwin, Kirk Thomsen

**Absent:** Valerie Roberts, Anne-Marie Kuhlemann

**Meeting start:** 2:05 pm

**A. PUBLIC COMMENT**

1. No public comment.

**B. APPROVAL OF MINUTES**

1. Approval of October 8 meeting minutes. Zeller motion, Carlyle second. No discussion. Motion carried; two abstentions (Thomsen/Baldwin).

**C. ACTION / DISCUSSION ITEMS**









1. Discussion
  - a. DL Handbook preview and review of edits: Fernandez shared edited pages with committee; they are marked as [FOR DE COMMITTEE REVIEW]; approval vote at next meeting.
  - b. Create simple OTE rubric for individual proposals: group brainstorm generated a basic template that Fernandez will bring to the next meeting.
  - c. ACCJC RSI (Regular and Substantive Interaction) Rubric: Fernandez shared impact of new rubric on evaluation standards, noted the need to provide concrete evidence of RSI in online courses through updated student survey and evaluation language/tools.
  - d. Fernandez shared: Online Student Survey (sample from FHDA college); Online Evaluation language and Faculty Peer Evaluator checklist. The committee noted that any language/tool updates need to align with current Standards of Performance as indicated in our CBA. Fernandez and Carlyle will work on this task during negotiations this spring.
2. Other

**D. CLOSED SESSION**

1. None

**E. ADJOURNMENT**

1. 3:00 pm

Name	Attendance
Maria Elena Fernandez	
Carly Zeller	
Jude Baldwin	
Elizabeth Carlyle	
Sherice Bellamy	
Kirk Thomsen	
Alison Varty	
Valerie Roberts (NV)	
Anne-Marie Kuhlemann (NV)	