



Distance Learning Committee

College of the Siskiyous, 800 College Avenue, Weed, CA 96094

DISTANCE LEARNING COMMITTEE MINUTES

Tuesday, September 29, 2026

11:00 am – 12:00 pm, LS 108

Members Present: Maria Elena Fernandez, Elizabeth Carlyle, Carly Zeller, Alison Varty, Jude Baldwin, Anne-Marie Kuhlemann, Kirk Thomsen

Meeting start: 11:00 am

A. PUBLIC COMMENT

1. None.

B. APPROVAL OF MINUTES

1. Review and approve minutes from April 23, 2026. Thomsen moved/Carlyle seconded. Motion carried.

C. COMMITTEE ITEMS

1. Discussion/Information:
 - i. Committee Check in: revisited meeting frequency and time. Committee discussed meeting the second and last Tuesday of the month, 11-12 in LS 108. Fernandez to send meeting invites for the rest of the semester.
 - ii. 2027 Online Course Design Rubric/Renewed POCR Campaign
 - a. Fernandez discussed the updated rubric and the need to coordinate information and training for current POCR reviewers and current Quality Badge holders.
 - b. POCR in the CBA: Fernandez mentioned that our CBA language aligns with the updated rubric model. Section 0 aligns with our Course Prep/Design Academy CBA language.
 - iii. Section 0 Pilot: Course Prep eligible within the CBA (and eligible for OER/ZTC stipend?): Committee members confirmed that compensation for Design Academy can be in addition to OER/ZTC stipend for course conversion.
 - a. Sunny Greene is supposed to be incorporating OER conversion work into the Section 0 adoptable course that Fernandez has set up. The goal is to run a pilot during winter intersession with a small faculty cohort to gather feedback and make any revisions as needed. Fields is developing the Stipend work. Fernandez provided Greene with a work proposal and end product.
2. Other items from the committee: None
3. Action Items:
 - i. Standing Approval Item
 - a. Individual DE Recert Hours proposals: Jayne Turk.

1. After review of the proposal, the committee was unable to make a determination due to lack of information. Fernandez to follow up with Turk with a request for additional information and discuss how to improve the form for future use.

D. CLOSED SESSION

1. None

E. ADJOURNMENT

1. 12:00 pm

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