

Santa Monica College Department Chairs Committee

Meeting Minutes

June 5, 2026

HSS 263

10:00 AM-12:00 PM

- I. Call to Order**
- II. [Land and Labor Acknowledgement](#)**
- III. Approval of Minutes- tabled**
- IV. Public Comments**
- V. Announcements**
- VI. CoC and Senate Updates**
- VII. Discussion Items**

- a. Non-attendance policy (B. Magallon)

Reviewed non-attendance policy and discussed the complexities of non-attendance when it comes to discipline and modality as well as ways to communicate the policy to faculty. Chairs thought it would be helpful to discuss the policy with their departments during the Fall semester.

- b. [Guidance on AI course policies](#); [Guidance on data privacy and security](#) (G. Huff)

Guidance documents for faculty created by the Instructional Technology Committee were shared. Discussion arose about the need for departments to have more support related to AI professional development, access to tools, and clear policies and procedures to guide faculty and students. The need for student AI literacy training was also highlighted. The DPAC Technology Planning Committee, with input from the Senate, is working on drafts of a BP, AR, procedures for adoption of technology tools, and securing approval for the college's participation in the Google

Accelerator program, which will provide access to Google Gemini and Notebook LM to faculty and staff. Expected timeline is fall 2026.

c. Architecture program updates (D. Perret, S. Sedky)

Item Postponed for a later meeting as presenters were no longer available.

VIII. Department Chair Transitions

Recognition for Walter Meyer (Art and Art History) and Sheila Cordova's (Design and Technology) service as department chairs and a formal welcoming for incoming Department Chairs, Emily Silver (Art and Art History) and returning chair Jo Hao (Design and Technology).

IX. Adjournment