

Santa Monica College
Distance Education Committee
Minutes of February 21, 2012

Members: Jamie Cavanaugh (chair), Julie Yarrish (vice chair), Dana DelGeorge, Keith Graziadei, Dan Hurley, Peggy Kline, Erica Leblanc, Jenny Resnick

Members Excused: Wendi Demorst

Interested parties: Kay Azuma, Teri Bernstein, Fariba Bolandhemat, Ellen Cutler*, Stephen Druker, Janet Harclerode, Peggy Kravitz*, Laura Manson, Eve Mazzara, Christine Miller*, Waleed Nasr*, Eric Oifer, Wendy Parise*, Judith Remmes*, Marilyn Simons*, Odemaris Valdivia*, Sal Veas

*Present

The Santa Monica College Distance Education Committee was called to order by Jamie Cavanaugh at 12:50 p.m.

Approval of Minutes: A motion to approve the minutes of December 13, 2011 was made by Keith Graziadei, seconded by Dana Del George, and unanimously approved.

Chair's Report:

- Jamie presented a wrap-up of the Technology Retreat that took place on January 26. The consensus is that the content did not quite fulfill expectations leaving a number of unanswered questions. There is the possibility that discussions on pertinent topics will continue on Faculty Flex Day.

Vice Chair's Report:

- Julie reported that the three winter webinars were reasonably successful, however, almost 50% of those who responded were no shows.
- The two unscheduled downtimes that occurred during winter term were due to Corsair Connect issues.
- In order to avoid problems/disruptions browsers must be eCollege compatible.
- The DIY dupe is successful. Faculty report that the tool is fast and easy to use.
- Subjects for future D.E. Committee meetings will include:
 - March 6 – Academic integrity with Deyna Hearn, Campus Disciplinarian, and Esau Tovar from the Honor Council.
 - March 20 – Financial Aid Fraud & Substantive Participation for online students with Steve Myrow, Financial Aid Kiersten Elliott, Admissions
 - May 1 – Visit from eCollege team will visit and present a product roadmap and 24 month forecast of changes/enhancements.
- The committee should decide on items for a "wish list" and "pain points" by April 1 for submitting to eCollege (prior to their May 1 visit).

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Page 2 of 2

Committee Members Discussion/Reports:

- The committee discussed the wait list/wait pool. Some thought the system may work better for on ground classes than online classes.
- One suggestion was that for online classes to increase the number of wait listed and wait pooled students on the lists.
- It was decided to wait to see how things “shake out” before requesting and/or recommending changes.
- Kiersten Elliot will be invited to address the committee as an end of term wrap-up.

Adjournment: The meeting was adjourned at 2:00 p.m.

Next Meeting: The next meeting of the Distance Education Committee will be at 12:45 p.m., Tuesday, March 6, 2012 in Library 275 (2nd floor, Conference Room).