Members: Sal Veas (chair), Julie Yarrish (vice chair), Dana Del George, Lee Johnston, Peggy Kravitz, Nick Mata*, Walter Meyer, Saul Rubin*, Diane Gross   *Absent

Interested parties: Tim Cramer, Ellen Cutler*, Kevin Graziadei*, Peggy Kline*, Laura Manson, Christine Miller*, Pete Morris*, Wendy Parise*, Jenny Resnick*, Diem Nguyen*, Ebrahim Jahangard, Patti Nakao, Steve Sedky*, Odemaris Valdivia*, Fariba Bolandhemat, Judith Remmes Mark Foster   *Present

The Santa Monica College Distance Education Committee was called to order by Sal Veas at 11:19a.m.

Approval of Minutes: A motion to approve the minutes of 5/21 by Dana Del george, seconded by Peggy Kravitz and unanimously approved.

Announcements:
- This is the last DE committee meeting of this year and last for Sal Veas, current chair. Pete Morris will be incoming chair as of fall 2015. Meetings have been changed to the first and third Tuesday's of each month from 12:45-2:00. Location remains the same HSS 261. Pete to email committee reminder of dates through the new year.

Chair Reports:
- Items tagged "old business" handed over to incoming committee chair including "effective practices" and "standards for online teaching" using the OEI as a guide/template

Vice-Chair Report:
- May SMC @ONE foundation classes ended May 29th. 25 of the 30 participants completed and passed exceeding the usual @ONE completion rate of 50%.
- Online Tutoring is moving forward for second 8-week fall term. If there are hours available, pilot will extend beyond classes which fall within the control group pattern.
-

Old Business:
- Effective practices - OEI template.
- Standards for online teaching – OEI template

New Business:

- Canvas CMS Adoption Motion Discussion – The committee voted unanimously to approve the following recommendation: "In recognition and support of the selection of Canvas as the statewide Online Education Initiative's common course management system, the Distance Education Committee recommends the adoption of Canvas as Santa Monica College's course management system, and further recommends that the District begin the process of transitioning to Canvas with all interested parties, including but not limited to the Academic Senate and Faculty Association."

- Discussion on how to migrate including moving existing classes over to new platform or starting over and rebuilding all coursework.
- Migration timelines are yet to be explored. Target date for full migration June 2017 but subject to change.
- Fall Flex day will include two sessions on the OEI and Canvas. Pat James has been invited to attend one of the sessions to speak on the state-wide changes and what other CCC's are doing.

Adjournment: The meeting was adjourned at 12:25 p.m.

Next Meeting: The next meeting of the Distance Education committee will be Tuesday 1st from 12:45-2:00. Location: Senate Conference Room HSS 261

DEC Members	Minutes of 5/21	Canvas recommendation
Dana Del George	Yes	Yes
Peggy Kravitz	Yes	Yes
Walter Meyer	Absent	Absent
Saul Rubin	Absent	Yes
Diane Gross	Yes	Yes
Sal Veas	Yes	Yes
Lee Johnston	Yes	Yes
Nick Mata	Absent	Absent
Julie Yarrish	Yes	Yes