

Santa Monica College Distance Education Committee

Meeting Agenda

Date & Time: Tuesday, 03 October 2023, 1:00-2:15pm

Location: HSS 361 (voting members) and via [Zoom](#) (interested parties)

Chairs: Clare Battista (Chair), Tammara Whitaker (Vice-Chair)

Voting Members: Fariba Bolandhemat, Christina Gabler, Sandra Hutchinson, Maral Hyeler, Vanessa Malzone, and Paul Trautwein

Interested Parties: Joelle Adams, Diane Arieff, Lourdes Arevalo, Sheila Cordova, Dana Del George, Ashley Eutsey, Corinne Haynes, Gary Huff, Matt Larcin, Sue Lee, Kas Metzler, Christine Miller, Angelina Masaghi, Cassie Rockwell, Steven Sedky, Scott Silverman, Odemaris Valdivia, and Kayli Weatherford

I. Call to Order

II. Public Comments

III. Announcements

IV. Approval of Minutes

- [Minutes from 19 Sep 2023](#)

V. Chair's Business

- Welcome Matt Larcin! Instructional and Universal Designer (Presentation)

VI. Discussion/Action Items

- DE Committee Name Change ([Share your ideas](#))
- Community Beyond the Classroom
 - Faculty Pedagogy/Idea Exchange (Title? Topic(s)? Dates?)
 - Faculty (funded) Presentations (Title? Topics? Dates?)
 - Ideas for Student Co-Curriculars? Great Race? Others?
- Canvas usage (quick follow-up)
- AI & DE (syllabus verbiage, future DE agenda items, guests, activities? subcommittee?)
- DE Mentors/Coaches (discuss direction for S2024 or later)

VII. Agenda Items/Tasks for next meeting

VIII. Adjournment

Next scheduled meeting: Tuesday, 17 October 2023 from 1:00-2:15 in HSS 361