Santa Monica College

Distance Education Committee
Minutes of September 25, 2014

Members: Sal Veas (chair), Julie Yarrish (vice chair), Jamie Cavanaugh, Dana DelGeorge**, Lee Johnston, Peggy Kravitz**, Mona Martin, Walter Meyer, Judith Remmes*, Saul Rubin, Odemaris Valdivia
*Absent   **Excused Absence

Interested parties: Tim Cramer, Ellen Cutler*, Kevin Graziadei*, Ebrahim Jahangard*, Peggy Kline, Laura Manson, Christine Miller*, Pete Morris, Wendy Parise*, Jenny Resnick*, Diem Nguyen*, Ebrahim Jahangard*, Patti Nakao*, Diane Gross, Fariba Bolandhemat
Guests: Fran Chandler, Steve Sedky, Chau Tran
*Present

The Santa Monica College Distance Education Committee was called to order by Sal Veas at 11:21a.m.

Approval of Minutes: A motion to approve the minutes September 11 was made by Wendy Parise seconded by Chau Tran and unanimously approved.

Chair's Report:
- Chair of the Tech Planning Committee provided an update on committee initiatives including the BYOD project. Issues needing to be considered in moving forward includes CITRIX.
- DEC Chair discussed 2014 student survey results which are available on the DEC website.
- Top Ten Best Practice Cheat Sheet needs to include accessibility items.

Vice Chair's Report:

- DE Faculty Certification pilot launched earlier this week (9/22) with 30 participants.   All are engaged in the @ONE online class. First Friday on-campus session set to take place on 9/26 led by a faculty peer mentor & former DE mentor boot-camp participant (Jackeline Felix)
- We are still waiting for the results from the Chancellor's Office 2014 DE Faculty Satisfaction Survey which was deployed to all SMC online/hybrid faculty late June. The value in SMC faculty participating in the Chancellors Office version was to have reliable comparative data in responses between SMC and the other CCC faculty users.

Ongoing Projects:
- There was a discussion on the faculty evaluation process for online classes. How can we best replicate the on-ground process? What type of view and what type of timelines should the evaluator have to complete this task? (Carry over item)
- Tutoring needs for online students.

New Business
- Ongoing discussion and request for committee members to submit their suggestions for the 2014-2015 list of goals & objectives. Suggestions included deploying another student and faculty satisfaction survey, running focus groups and include the eCompanion community, meeting faculty training needs, honor signature, add code availability, student identity and proctoring options which do not involve faculty having to review videos of students taking exams.

Adjournment: The meeting was adjourned at 12:31 p.m.

Next Meeting: The next meeting of the Distance Education committee will be Thursday October 9th from 11:15-12:30. Location: Senate Conference Room HSS 261

Members	Minutes of 9/11/14
Dana Del George	Excused
Peggy Kravitz	Excused
Walter Meyer	Absent
Saul Rubin	Yes
Odemaris Valdivia	Absent
Sal Veas	Yes
Lee Johnston	Yes
Mona Martin	Yes
Julie Yarrish	Yes