

**Santa Monica College
Distance Education Committee**

Minutes of October 20, 2015

Voting Members: Pete Morris (chair), Julie Yarrish (vice chair), Ron Furuyama, Christina Gabler, Dana Del George, Peggy Kravitz, Jenny Resnick, Odemaris Valdivia

also in attendance: Marilyn Lee, Yvonne Ortega, Cassie Rockwell, Gary Ortega, Bill Vanbenschoten, Ellen Cutler, Laura Manson, Elham Gheyanchi, Hari Vishwanadha, Christine Miller, Tammara Whitaker

The Santa Monica College Distance Education Committee was called to order by Pete Morris at 12:45 p.m.

Public Comments: None

Announcements: Jenny Resnick announced that the Academic Senate unanimously approved the District migration to Instructure Canvas.

Action Item: Approval of minutes from October 6 -- Moved by Jenny Resnick and seconded by Odemaris Valdivia. No discussion. Approved unanimously (8-0), with no abstentions.

Chair's Report:

- Review of the DE Committee Canvas website. Given that the direction is set to migrate to Canvas, what are the next steps, dates & process? TDB
- The committee discussed how to implement online teaching faculty readiness by using the @ONE "How to Teach Using Canvas" which will be made available to SMC online faculty at no cost and funded by the OEI.
- There was discussion on the importance of also adding the @ONE "Online Teaching & Learning" class to ensure faculty are not only prepared to teach using Canvas but understand the pedagogy associated with online teaching.
- Questions arose as to what other CCCs do to ensure faculty are prepared to teach online, and how might those other colleges' practices inform SMC. One committee member shared that she has worked at other colleges who mandate readiness/training, but the tuition for classes is paid by the institution and is not the responsibility of faculty.
- Does the committee want to mandate or recommend a third class or module tied to 508 compliance—in addition to the two @ONE classes mentioned above? We hope the OEI completes work on their resource for our use. Timeline TBD per Ellen.

Announcements:

- Academic Affairs will pay the tuition cost for online faculty who take the @ONE foundation class "Online Teaching & Learning". Reimbursement will be processed at completion of the four-week online course. This should be coordinated/approved by dept. chairs.

- The request to continue the discussion on the use the District CMS as a primary delivery source for course content in order to ensure accessibility and address possible accreditation team questions was rescinded. Some faculty had concerns that this could encroach on academic freedom. Faculty who elect not use the District CMS will need to ensure their class content is 508 accessible.

Announcements:

- Tutoring Pilot Update: SmartThinking instructions and link to tutoring site has been integrated into the 16 pilot classes—all but one starting on week 9. The DEC should have some user metrics and other data by spring. We can then discuss how to proceed further with this venture including if this support could ever be brought onto campus to serve students beyond the online classes.

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

Next Meeting: The next meeting of the Distance Education committee will be Tuesday, November 17 from 12:45 - 2:00 p.m. Location: Media Center Conference Room (M 110).

Please remember that there is no food or drink allowed in the conference room.

Voting Members	Minutes of 10/6
Ron Furuyama	Yes
Christina Gabler	Yes
Dana Del George	Yes
Peggy Kravitz	Yes
Pete Morris	Yes
Jenny Resnick	Yes
Odemaris Valdivia	Yes
Julie Yarrish	Yes
3 rd Admin (Vacant)	-