

Santa Monica College
Distance Education Committee
Minutes of March 21, 2017

Voting Members: Pete Morris (chair), Julie Yarrish (vice-chair), Fabienne Chauderlot*, Sheila Cordova, Dana DelGeorge, Regina Ip, Shawn Jordison, Peggy Kravitz, Jenny Resnick* *Excused

Also in Attendance: Christine Miller, Tammara Whitaker

The Santa Monica College Distance Education Committee was called to order by Pete Morris at 12:55p.m.

Public Comments: None

Announcements: None

Action Items: Approval of minutes from last meeting of March 7. Moved by Dana Del George, seconded by Peggy Kravitz. Approved unanimously (6-0) with minor corrections.

Chairs' Reports:

There will be an upcoming webinar (Friday March 24) hosted by the CCCCO/OEI consortia on their adoption of the VeriCite product. While SMC is currently preparing to enter into an additional year contract with TurnItIn, V.P. Lorenz asked if the English department chair and his designees, as well as DE committee members try to attend the VeriCite session to gather some general facts on the company and its tools.

Walter Meyer, faculty chair of DPAC's Technology Planning Committee, gave a report to the Academic Senate Executive Committee. Included among the TPC's goals this year is the development of "greater resources for instructional design including a designated instructional designer for faculty." This is viewed by the TPC as part of a broader effort to promote accessible DE resources.

- Questions raised to this initiative: can this online course designer be the a resource for accessibility guidance given the stronger federal guidelines that were put into place January 2017?
- How would a new hire be managed with the current budget restraints and hiring freeze? Should a designer be proposed as a new full-time faculty position?

Honor Council is having a summit on Friday April 28 at Bundy campus. Are there any DEC members who are available to attend? Tammara will be attending. Pete will create an invitation to be sent to DE faculty.

Discussion Items:

SMC Foundation President's Circle Grant for Innovation & Progress proposal:

- The committee supports the concept of a online-student-support "coaching" pilot based on the model of Arizona State University. (<https://asuonline.asu.edu/why-asu-online/support>)

- Details of the proposed pilot project still need to be developed, including questions such as who would be the coaches and how would they be compensated.
- Julie will present a proposal outline to the committee at the April 4 meeting. All proposals are due April 28.

The committee should review the curriculum approval forms used for approving courses for online/hybrid delivery.

- Current forms include obsolete references to eCollege
- The committee might also consider new language reflecting course-design principles and best practices as articulated by the OEI.
- The committee might also want to consider the distinction between hybrid and fully online courses. Given the anecdotal impression that some students are deterred from enrolling by the “hybrid” label, perhaps a class with minimal on-campus requirements (e.g., attending a proctored exam) might still be classified as a fully online course?
- After reviewing the current DE course-approval forms, the committee will need to discuss any proposed changes with the Curriculum Committee.

The committee will review the most recent SmartThinking user metrics and survey results at one of the meetings following Spring Break.

Adjournment: The meeting was adjourned at 2:06p.m.

Next Meeting: The next meeting of the Distance Education committee will be Tuesday, April 4 from 12:45 - 2:00 p.m. Location: Media Center conference room.

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

Voting Members	Approval of Minutes for March 7 meeting
Fabienne Chauderlot	Excused
Sheila Cordova*	Yes
Dana Del George	Yes
Regina Ip	Absent for Vote
Shawn Jordison	Yes
Peggy Kravitz	Yes
Pete Morris	Yes
Jenny Resnick	Excused
Julie Yarrish	Yes