

# Santa Monica College Distance Education Committee

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## Meeting Agenda

**Date & Time:** Tuesday, 28 September, 2021

**Location:** [Zoom](#), Password: 849944

**Chairs:** Joelle Adams (Chair), Tammara Whitaker (Vice-Chair)

**Voting Members:** Fariba Bolandhemat, Vanessa Bonilla, Dana Del George, Sandra Hutchinson, Maral Hyeler, Paul Trautwein, Odemaris Valdivia

**Interested Parties:** Diane Arieff, Lourdes Arevalo, Sheila Cordova, Ashley Eutsey, Corinne Hayes, Gary Huff, Sue Lee, Laura Manson, Kas Metzler, Christine Miller, Angelina Misaghi, Steven Sedky, Scott Silverman, George Skriabin, Yukiko Tsuboi

### I. Call to Order

### II. Public Comments

### III. Approval of Minutes

[Minutes from 14 September 2021](#)

### IV. Chairs' Business

- a. Update re: SMC Interpretation for Modalities
- b. Other Senate/DE updates

### V. Discussion/Action Items

- a. [Best Practices for Synchronous Online Teaching](#)
- b. Proctoring Software and Proctoring Center

### VI. Adjournment

**Next scheduled meeting: 12 October 2021 at 12:45pm on Zoom**