Santa Monica College Distance Education Committee

Meeting Minutes

Date & Time: Tuesday, December 7, 2021
Location: Zoom, Password: 849944

Chairs: Joelle Adams (Chair), Tammara Whitaker (Vice-Chair)
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: 12:48 pm

Motion: D. Del George
Second: F. Bolandhemat
Approved

II. Public Comments

None

III. Announcements

There was confirmation of the Canvas outage at the moment.

IV. Approval of Minutes

a. November 23, 2021

Motion: D. Del George
Second: O. Valdivia
Approved

V. Chairs' Business

a. Winter Institute

T. Whitaker shared Winter Institute 2022 planning is underway and scheduled for January 20th and 21st.

b. Title V Language Update

Title V language was approved by the Board of Governors and will be sent to the Department of Finance and the Secretary of State review.

c. Synchronous Teaching Document

The document was approved by Academic Senate and Executive Senate and available on the public domain. The chair is now working on how to integrate the document with other professional development efforts throughout the college.

VI. Discussion Items

a. Proctoring Recommendations

The committee discussed and proposed language to include on the recommendation document. D. Del George and S. Hutchinson agreed to craft an overview to give context to the document and the committee will resume the discussion in the spring.

b. Spring 2022

The committee will focus on the future of DE and how to ensure the program remains competitive. The VP of Academic Affairs, Dr. Bradley Lane, will visit the first meeting of the spring to share his vision and answer questions from the committee.

VII. Adjournment- 2:01 p.m.

Next scheduled meeting: February 22, 2022, from 12:45 - 2:00 p.m. via Zoom