

Santa Monica College Distance Education Committee

Meeting Minutes

Date & Time: Tuesday, March 8, 2022

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:** 12:47 p.m.

Motion: D. Del George

Second: V. Bonilla

Approved

II. **Public Comments**

None

III. **Announcements**

None

IV. **Approval of Minutes**

a. December 7, 2022

Motion: D. Del George

Second: F. Bolandhemat

Approved

b. February 22, 2022

Motion: D. Del George

Second: O. Valdivia

Approved

V. Chairs' Business

- a. Introduction of appointed A.S. student representative
Alyssa Arreola will attend committee meetings and provide a student perspective to future discussions and action items.
- b. HyFlex at SMC
The HyFlex Pilot MOU between the District and Faculty Association will compensate faculty for the 22-23 academic year: summer, fall, and spring. Senate passed the MOU and the DE Committee will likely be involved in the pilot in some capacity.

VI. Discussion/Action Items

- a. Proctoring Statement
The committee finalized revisions of the statement to be sent to the Board of Trustees.
Motion to share finalized recommendations with Academic Senate: D. Del George
Second: S. Hutchinson
- b. Vision for DE 2022
J. Adams shared the priority of the committee for spring semester will be focusing on the resources needed to ensure SMC offers excellent DE experiences for our students and faculty. T. Whitaker proposed a matrix to use to organize the committee's recommendations. The committee agreed to use the matrix and continue to do research about what items to add in efforts to enhance the DE program.

VII. Adjournment- 2:00 p.m.

Motion: F. Bolandhemat
Second: V. Bonilla
Approved

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