

# Santa Monica College Distance Education Committee

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## Meeting Minutes

**Date & Time:** Tuesday, February 21, 2023

**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 Haynes, Gary Huff, Sue Lee, Kas Metzler, Christine Miller, Angelina Misaghi, Steven Sedky, Scott Silverman, Kayli Weatherford

### I. **Call to Order:** 12:47 p.m.

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

### II. **Public Comments**

a. None

### III. **Approval of Minutes**

a. [December 6, 2022](#)

Motion: D. Del George  
Second: F. Bolandhemat  
Approved, 1 Abstention

### IV. **Chairs' Business**

- a. Online Teaching Winter Institute Report (C. Miller & T. Whitaker)  
C. Miller reported the Winter Institute was a success and received favorable feedback. The institute was offered over two days, one in an online format and the next day in-person. There were 90 attendees in total and there were more attendees at the virtual sessions.

## V. Discussion/Action Items

a. [Title V Updates](#) and implications (T. Whitaker)

J. Adams shared highlights from Interim VP Beardsley's presentation to the Senate regarding the Title V changes and the need for ongoing conversations to fully understand the implications. T. Whitaker gave an overview of the salient changes to address in the Curriculum Committee's DE Addendum. Curriculum Committee Chair, Sal Veas, will visit the upcoming meeting to receive input from the committee regarding these changes.

b. [DE Recommendations Draft](#) (J. Adams)

The committee had a robust discussion about the draft and making possible changes.

c. [Criteria for Evaluating Tutoring Services Vendors](#) (T. Whitaker)

T. Whitaker shared the guide and asked for additional suggestions to add to the criteria for the committee to use as a guide to evaluate the upcoming online tutoring vendor presentations.

d. Jessica Krug, Professional Development and DE at SMC

J. Krug gave an overview of the upcoming plans for the EpiCenter and desired changes to the website page and master schedule of events. The EpiCenter will be a centralized location for all employee groups to learn of the PD opportunities offered campus wide.

## VI. Adjournment- 2:00 p.m.

**Next scheduled meeting:** Tuesday, March 7, 2023, at 12:45 p.m. on Zoom.