

# Santa Monica College Distance Education Committee

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## Meeting Minutes

**Date & Time:** Tuesday, November 22, 2022

**Location:** [Zoom](#)

**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, George Skriabin, Yukiko Tsuboi, Kayli Weatherford

\*absent

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

**II. Public Comments**

a. None

**III. Approval of Minutes**

a. [Oct 25, 2022](#)

Motion: D. Del George

Second: O. Valdivia

Approved

b. [Nov 8, 2022](#)

Motion: D. Del George

Second: O. Valdivia

Approved

**IV. Chairs' Business**

a. None

**V. Discussion/Action Items**

a. [DE Committee Goals – workgroup time](#)

The committee shared notes from their workgroups and brainstormed on additional notes to add to each goal. D. Del George would like to invite the IxD and UX program to share information about their program and explore collaboration in connection with DE. S. Hutchinson shared the concept of an 'innovation lab' she experienced at Sinclair College that consists of a center focused on emergent technology practices and innovation for online courses. The committee also had a robust discussion about how to advocate for Canvas to be used as the sole LMS at the institution.

**VI. Adjournment-** 1:58 p.m.

Motion: D. Del George

Second: F. Bolandhemat

Approved

**Next scheduled meeting:** December 6, 2022, from 12:45 - 2:00 p.m. via Zoom