

Santa Monica College Distance Education Committee

Meeting Minutes

Date & Time: Tuesday, September 13, 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, Kayli Weatherford

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

Motion: D. Del George

Second: F. Bolandhemat

Approved

II. **Public Comments**

None

III. **Announcements**

- a. C. Miller shared that the DE department will be kicking off their 'Design & Learn' series with a 3-part rubric workshop facilitated by faculty member, Dorna Sakurai. The first workshop will begin on September 30, 2022.
- b. T. Whitaker shared that the student scholarship sponsored by Pronto is available for students to apply and interested committee members will be able to participate in the selection process in spring. T. Whitaker will also [present](#) her findings on African American students' experiences in asynchronous online courses on October 13, 2022.

IV. **Approval of Minutes**

- a. [May 17, 2022](#)

Motion: O. Valdivia

Second: D. Del George

Approved

V. Chairs' Business

a. Welcome

J. Adams welcomed committee members and reminded members of how much the work of the committee is appreciated and crucial to the college.

b. Membership

There weren't any updates regarding changes to the committee membership.

VI. Discussion/Action Items

a. Senate Goals and DE Statement

The Senate decided to take a more targeted approach and reduced the goals to four goals for all committees to work towards this year. Distance Education is among the four goals and the committee was asked to craft a brief statement about the goal. The committee worked on the statement together to send to Executive Senate for review.

Motion to share the DE goal statement with the Executive Senate: O. Valdivia

Second: V. Bonilla

b. DE Committee Goals

The committee began brainstorming on the goals to focus on this year and will resume the conversation next meeting.

VII. Adjournment- 2:00 p.m.

Motion: F. Bolandhemat

Second: D. Del George

Approved

Next scheduled meeting: September 27, 2022, from 12:45 - 2:00 p.m. via Zoom