

Santa Monica College Online Teaching & Learning Committee

Meeting Agenda

Date & Time: Tuesday, April 8, 2025, 12:45pm - 2:00pm

Location: HSS 261 & Zoom

Chairs: Gary Huff (Chair), Tamara Whitaker (Vice Chair)

Voting Members: Fariba Bolandhemat, Collin Ellis, Corinne Haynes, Sandra Hutchinson, Maral Hyeler, Paul Trautwein, and Vanessa Malzone.

Interested Parties: Willis Barton, Lynn Dickinson, Ashley Eutsey, Matt Larcin, Laura Manson, Kas Metzler, Christine Miller, Steven Sedky, and Odemaris Valdivia.

I. Call to Order

II. Public Comments

III. Announcements

IV. Approval of March 25, 2025

V. Chair's Reports

VI. Discussion & Action Items

- a. Proctoring services
 - i. Honorlock webinar
 - ii. Discussion and next steps
- b. Review [Guidance for Preparing for Emergency Remote Instruction](#) draft
- c. Planning for upcoming projects

VII. Adjournment

Next scheduled meeting: Tuesday, April 22, 2025, 12:45pm - 2:00pm, HSS 261