

Santa Monica College Online Teaching & Learning Committee

Meeting Agenda

Date & Time: Tuesday, April 22, 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 Minutes from February 25 & April 8, 2025

V. Chair's Reports

VI. Discussion & Action Items

- a. [Guidance for Preparing for Emergency Remote Instruction](#) document
- b. Proctoring Services
- c. Strategies for identifying "bot students"
 - i. Pasadena City College - [Bots in Online Classes](#)
 - ii. Butte College - [Spot the Bots!](#)
 - iii. Long Beach City College - [Tips for Spotting a BOT](#)

VII. Adjournment

Next scheduled meeting: Tuesday, May 13, 2025, 12:45pm - 2:00pm, HSS 261