

Santa Monica College Online Teaching & Learning Committee

Meeting Minutes

Date & Time: Tuesday, February 24, 12:45-2:00 p.m.

Location: HSS 261 & [Zoom](#)

Chairs: Vanessa Malzone (Chair), Tammara Whitaker (Vice-Chair)

Voting Members: Fariba Bolandhemat, Dana Del George, Collin Ellis, Sandra Hutchinson, Maral Hyeler, Paul Trautwein, and Juan Ramos.

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

12:47 p.m.

II. Public Comments

a. None

III. Announcements

a. Committee members shared awareness of an AI service called Einstein that reportedly can take an online class on behalf of a student.

IV. Approval of Minutes

a. December 9, 2025

Motion: P. Trautwein

Second: S. Hutchinson

Approved

V. Chair's Report

a. Honorlock Updates

V. Malzone will meet with appropriate stakeholders to determine whether a formal recommendation or resolution is necessary to support expanding online proctoring to additional disciplines.

VI. Discussion & Action Items

a. Amendment to the Agenda

Motion: To amend the agenda to include WeVideo (formerly PlayPosit) Update under Discussion & Action Items.

Motion: M. Hyeler

Second: P. Trautwein

Approved

b. EpiCenter Collaboration

Faculty Leads Jessica Krug and Lea Hald presented the EpiCenter website and calendar, highlighting professional development events for employees. They reviewed the workflow for submitting PD events (including completing the event submission form) and emphasized the importance of offering multiple channels to disseminate information about events happening on campus.

c. Honorlock Updates and Recommendations

The DE Department hosted a feedback session with Honorlock representatives to discuss and troubleshoot issues experienced by pilot faculty users. Additional training will be scheduled in late spring for STEM faculty who use online proctoring.

The committee also reviewed a draft recommendation to explore expanding online proctoring beyond STEM disciplines.

Motion: To form a workgroup to revise the draft recommendation and bring it back to the committee.

Motion: M. Hyeler

Second: D. Del George

Approved

d. WeVideo (formally PlayPosit) and 3CMedia Update

Committee members shared issues and concerns regarding the transition to WeVideo and 3C Media. C. Miller provided contact information for follow-up and expressed hope that the issues will be resolved soon for users.

e. Turnitin Clarity Pilot

Committee members shared that they will pilot Turnitin Clarity in their classes and provide feedback to the committee.

f. Spotting Bots Guidance Document Feedback

V. Malzone requested that committee members review the document and be prepared to consider approval at the next meeting.

g. Goals for Spring 2026

The committee discussed potential goals and will continue refining and adding goals in upcoming meetings.

VII. Adjournment 2:00 p.m.

Motion: D. Del George

Second M. Hyeler

Approved

Next scheduled meeting: Tuesday, March 10, 2026, 12:45pm-2:00pm, HSS 261