

Santa Monica College Online Teaching & Learning Committee

Meeting Agenda

Date & Time: Tuesday, November 25, 2025, 12:45pm-2:00pm

Location: HSS 261 & Zoom

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

Voting Members: Fariba Bolandhemat, Collin Ellis, Sandra Hutchinson, Maral Hyeler, Paul Trautwein, Juan Ramos, and Olivia Vallejo.

Interested Parties: Willis Barton, Dana Del George, 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

- i. Winter Online Teaching Institute

IV. Approval of Previous Minutes

- i. 10/14/25

V. Chair's Reports

- i. Honorlock updates.
- ii. SMC Emergency Remote Teaching Guide update.
- iii. OER training presentation.

VI. Discussion & Action Items

- i. Honorlock resolution.
- ii. Distance Education survey for online students.
- iii. [Spotting Bots Guidance](#) document feedback.
- iv. [Goals for Spring 2026](#).

VII. Adjournment

Next scheduled meeting: Tuesday, December 9, 2025, 12:45pm-2:00pm