Santa Monica College Online Teaching & Learning Committee

Meeting Minutes

Date & Time: Tuesday, October 13, 2:30-3:30 p.m.
Location: HSS 261 & Zoom
Chairs: Angie Misaghi (Chair), Tammara Whitaker (Vice-Chair)
Voting Members: Fariba Bolandhemat, Dana Del George, Collin Ellis, Alex Ibaraki, Lauren Movius, Maral Hyeler, and Paul Trautwein
Interested Parties: Willis Barton, Lynn Dickinson, Ashley Eutsey, Sandra Hutchinson, Matt Larcin, Laura Manson, Kas Metzler, Christine Miller, Steven Sedky, and Odemaris Valdivia, Vanessa Malzone

I. Call to Order

2:33 p.m.

II. Public Comments

a. None

III. Approval of Minutes

a. September 29, 2026
The minutes were amended to reflect Lauren Movius as a voting member and Sandra Hutchinson as an interested party.
Motion: D. Del George
Second: L. Movius
Outcome: Approved as amended.

IV. Chair's Report

a. None

V. Discussion & Action Items

a. Review student survey from last spring (A. Eutsey)

A. Eutsey presented findings from the Spring 2026 Online Student Survey, highlighting student experiences and feedback regarding online instruction. Committee members discussed the findings, and T. Whitaker encouraged members to consider facilitating a panel discussion or workshop to share the results and explore how the data could inform online teaching practices.

b. OTL Senate Goals – draft

The committee discussed potential goals for the 2026–2027 academic year, focusing on increasing faculty awareness of available resources and promoting effective online teaching practices. Suggestions included developing short instructional videos, sharing practical Canvas tips to support effective online instruction, distributing newsletters, and creating a one-page resource highlighting key information for faculty that could be shared with department chairs.

c. Questions for Gary Huff about AI

A. Misaghi invited committee members to identify potential AI-related topics and questions in preparation for G. Huff's visit at the next meeting. The committee also discussed the draft AI Board Policy recently presented to the Academic Senate by G. Huff. Members were encouraged to review the draft and provide feedback directly.

VI. Adjournment 3:28 p.m.

Motion: L. Movius
Second: F. Bolandhemat
Outcome: Approved

Next scheduled meeting: Tuesday, October 13, 2026, 2:00pm-3:30pm, HSS 261