

**Santa Monica College
Distance Education Committee**

<http://www.smc.edu/ACG/AcademicSenate/AScommittees/Pages/Distance-Education.aspx>

Agenda

**Thursday, March 26, 2015 @ 11:15–12:30 PM
Senate Conference Room HSS 261**

1. Call to order
2. Action Items
 - a. Approve Minutes of meeting: 02/26
3. Announcements
4. Reports
 - a. Pearson Learning Studio Update—Christine Miller
 - b. OEI Conference—Julie Yarrish, Sal Veas, Jenny Resnick
 - c. Distance Education Update—Julie Yarrish
5. Old Business
 - a. Best Practice Cheat Sheet (Spring 2015)
 - b. Spring Flex Day Session—Pete Morris
6. New Business
 - a. Agenda Items for Spring Term from the Committee
 - b. “Proctoring” solutions and evaluations—Spring 2015
7. From the Committee
8. Adjournment

Next meeting:
Thursday, April 9

**Santa Monica College
Distance Education Committee
Minutes of February 26, 2015**

Members: Sal Veas (chair), Julie Yarrish (vice chair), Jamie Cavanaugh**, Dana Del George, Lee Johnston, Peggy Kravitz, Nick Mata**, Walter Meyer, Saul Rubin, Diane Gross **Absent

Interested parties: Tim Cramer*, Ellen Cutler*, Kevin Graziadei*, Peggy Kline*, Laura Manson, Christine Miller, Pete Morris*, Wendy Parise*, Jenny Resnick*, Diem Nguyen*, Ebrahim Jahangard, Patti Nakao*, Steve Sedky*, Odemaris Valdivia, Fariba Bolandhemat, Chau Tran, Judith Remmes *Present

The Santa Monica College Distance Education Committee was called to order by Sal Veas at 11:18a.m.

Approval of Minutes: A motion to approve the minutes of 12/4 was made by Peggy Kravitz seconded by Dana Del George, and unanimously approved with the exception of one abstention by Chair Veas who was not present for the 12/4 meeting.

Chair's Report:

- Three new eCollege enhancements were released in winter term. Aside from a little disruption reported from a few faculty, there were no reports from students or faculty tied to issues. Chair reiterated that all new releases are beyond beta phase when turned on for our campus to mitigate disruption.
- OEI Update: Canvas was selected as the OEI CCMS two weeks earlier. The OEI steering committee was late by a month+ on this announcement.

Announcements

- March flex day will feature a DE session on the @ONE OTL class experience from the summer & fall cohort. Session leader Pete Morris invites any participants to join the panel discussion.
- Professor Diem Nguyen announced that the math department has approved a statistic hybrid class. It is anticipated the first hybrid class will be on the fall 2015 schedule.

Vice Chair's Report:

- It is yet to be determined if the OEI CCMS will be made available to non-OEI institutions but there is talk that if there is an opportunity, it most likely would run through the CCC foundation. More details can be found via the CCCConfer archive "Moving Forward with the OEI" originally presented on 2/15.
- The OEI project is impacting future plans for the @ONE classes. The fall 2015 plans for a second round of the DE Faculty Readiness hybrid are on hold as the @ONE group is not scheduling any classes beyond spring. A spring online component has been arranged. Academic Affairs is financing a private SMC @ONE OTL class. Eligible applicants will need to have an understanding on the eCollege tool suite. Application period closes on 3/25. Info has been sent to chairs and DE faculty messaged (invited) directly.
- The eCollege dashboard release will be coming soon. Plan is to host a sandbox this term with full release as of winter 2016. More info forthcoming

Ongoing Projects:

- Add code discussion to be tabled and revisited when necessary.
- Faculty Readiness: Discussions continued on how to move forward once faculty participate in Readiness projects. Do we certify as other institutions have done? Do we frame this process as a "pathway"? Should we use the iNacol best practices guidelines vs. creating our own?

Adjournment: The meeting was adjourned at 12:24 p.m.

Next Meeting: The next meeting of the Distance Education committee will be Thursday March 12, 2015

| Members | Minutes of 12/4/15 |
|-----------------|--------------------|
| Dana Del George | Yes |
| Peggy Kravitz | Yes |
| Walter Meyer | Absent |
| Saul Rubin | Absent |
| Diane Gross | Absent |
| Sal Veas | Abstain |
| Lee Johnston | Yes |
| Nick Mata | Absent |
| Julie Yarrish | Yes |