Voting Members: Pete Morris (chair), Julie Yarrish (vice-chair), Fabienne Chauderlot* Sheila Cordova, Dana DelGeorge*, Regina Ip, Shawn Jordison, Peggy Kravitz*, Jenny Resnick
*Excused  **Absent

Also in Attendance: Christine Miller, Tammara Whitaker, Odemaris Valdivia, Gary Ortega

The Santa Monica College Distance Education Committee was called to order by Pete Morris at 12:54p.m.

**Public Comments and Announcements**:  None

**Action Items:** Approval of minutes from last meeting of March 21. Moved by Sheila Cordova, seconded by Shawn Jordison. Approved unanimously (4-0)

**Chairs' Reports:**

Vericite plagiarism webinar impressions & discussion:

- Archive is available to those who missed the live session and wish to review it. Email Pete/Julie for the webinar link.
- Based upon first impressions, Vericite seems like a nice alternative to TurnItIn (TII) and worth exploring further. The plagiarism-checking function looks equivalent to TII, and Vericite has a more elegant Canvas integration.
- Vericite does not offer anything beyond this base plagiarism checking, so it lacks the rubric and other grading options that TII includes. Such functionality is instead left to the LMS's own capabilities. Thus, a key usability question is whether Canvas's own rubric and other grading options are a suitable replacement for what TII provides.
- Repository of student submissions limited until usage begins; the repository accumulated via TII the past few years would *not* be transferred to Vericite. There is an option, though, under the OEI agreement for CCCs to share repositories to quickly build a large library of submissions.
- SMC is renewing TII contract for at least one more year.
- If SMC adopts Vericite, faculty would need to be made aware of this and trained.
- Vericite offered a pilot option to test-drive their product. Before making a recommendation, the DE Committee would like to consult with the English Department, the largest current user of TII.

The Chancellor's office Distance Education faculty satisfaction survey will be deployed April 21. This is a statewide survey and SMC is participating. Faculty have been emailed to expect a survey invitation. It is hoped that SMC faculty participate so SMC is represented in the final report (CCCCO annual Distance Education report) that will be posted on the Chancellor's office website late summer.

**Discussion Items**

Presidents Circle Innovation Award: Proposal to request funding to pilot an online student coaching or retention concierge model tabled for this year. The committee supports the idea, but it needs to be developed further. Perhaps consider preparing a grant proposal in 2017–18.

- · Arizona State University is in the process of institutionalizing their coaching program that was previously outsourced to an external call center.
- · Another possible model is the Iowa CCC "concierge" model to support "at risk" students.
- · The committee would like to learn more about each of these programs as they develop.

Honor Council retreat on April 28 still plans to include DE topics. Tammara will attend, but we are still seeking DE faculty to participate.

Academic Senate/Student Affairs committee discussion of AR 4321: The Student Affairs Committee (SAC) is reviewing several ARs this year. They are proposing minor changes to AR 4321 on student attendance policy, including a typographical correction and a slight change of wording to the section related to distance education.
- · After reviewing the proposed changes, the DE committee approves of the revised wording.
- · Pete will notify the SAC chair that DE supports the proposed changes, and he will continue to monitor this item as it proceeds through the Senate.

Curriculum Committee & DE proposal documents. Sheila Cordova brought to the committee's attention that the current DE-approval forms on Curricunet include obsolete references to eCollege/eCompanion. Pete will work with the Curriculum Committee chair to update the forms to instead include more generic references to the college's CMS/LMS (course/learning management system).
- · This may be an opportunity to more broadly review the curriculum-approval process for courses to be offered in an online format.
- · The current forms, which implicitly provide direction and set expectations for distance education, predate the OEI and thus may benefit from updating to reflect current standards regarding online course design.
- · Committee member also had questions about the distinction between online and hybrid course approval, as well as about the consistency of the current process.
- · Pete will invite the Curriculum Committee chairs to attend a future meeting this year to discuss the process and forms used to approve courses for online delivery.

**Adjournment:** The meeting was adjourned at 2:02p.m.

**Next Meeting:** The next meeting of the Distance Education committee will be Tuesday, April 18 from12:45 - 2:00 p.m.  Location: Media Center conference room.

Please remember that there is no food or drink allowed in the media center conference room

| Voting Members | Approval of Minutes for March 21 Meeting |
|---|---|
| Fabienne Chauderlot | Excused |
| Sheila Cordova | Yes |
| Dana Del George | Excused |
| Regina Ip | Absent for vote |
| Shawn Jordison | Yes |
| Peggy Kravitz | Excused |
| Pete Morris | Yes |
| Jenny Resnick | Abstain |
| Julie Yarrish | Yes |