

Santa Monica College Distance Education Committee

Meeting Agenda

Date & Time: Tuesday, May 11, 2021

Location: [Zoom](#)

Chairs: Joelle Adams (Chair), Tammara Whitaker (Vice-Chair)

Members: Fariba Bolandhemat, Vanessa Bonilla*, Dana Del George, Sandra Hutchinson, Maral Hyeler, Regina Ip, Odemaris Valdivia

Interested Parties: Sheila Cordova, Ashley Eutsey, Aaron French, Yukiko Tsuboi, Sue Lee, Laura Manson, Christine Miller, Angelina Misaghi, Steven Sedky, Alexander Ibaraki, Lourdes Arevalo, Fabiola Valcin

*Absent

I. **Call to Order:** 12:48 pm

Motion: F. Bolandhemat

Second: D. Del George

Approved

II. **Public Comments**

a. None

III. **Approval of Minutes**

[April 27, 2021](#)

Motion D. Del George

Second: F. Bolandhemat

Approved

IV. **Chairs' Business**

- a. Vice Chair: T. Whitaker announced DE Mentors will be extended through Fall 2021 and asked for suggestions on better publicizing this support to faculty.
 - b. Senate/Senate Exec Updates: A resolution for Proctorio was drafted by Senate Executive Committee that consists of asking the District to sustain professional development efforts and fund alternative options for students who would like to opt out of using Proctorio.
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V. Discussion/Action Items

a. Modalities

J. Adams shared the resolution at the Department Chairs and Senate Executive meetings and received a positive response. The next steps will involve looking at the curriculum process and documents, as well as moving the resolution through the Senate process.

The committee also agreed to share the Synchronous Best Practices Document as a draft in Fall 2021 as the sector develops and shares knowledge. J. Adams will also ask for input from DSPS.

b. Wifi Access

The committee decided to draft a resolution to expand Wifi access on campus during the pandemic. O. Valdivia suggested including hardware and software needs for students due to the limitations of the Chromebooks. J. Adams and T. Whitaker will further investigate the proper committee and/or department to address this technology issue for students. The Committee added these points to the existing modalities resolution.

Motion for draft to be shared with Senate: O. Valdivia

Second: S. Hutchinson

c. CVC-OEI Consortium

T. Whitaker reminded committee of the resolution to join the consortium from Fall 2019. The committee decided to reconvene in fall 2021 to gather more information and decide if joining the consortium is still of interest to the committee.

VI. **Adjournment**- 1:56 p.m.

Motion: D. Del George

Second: F. Bolandhemat

Approved

Next scheduled meeting: May 25, 2021 from 12:45 - 2:00 p.m. via Zoom