Santa Monica College

Distance Education Committee
Minutes of May 15, 2014

Members: Sal Veas (chair), Julie Yarrish (vice chair), Jamie Cavanaugh, Dana DelGeorge, Wendi DeMorst, Peggy Kravitz, Mona Martin**, Walter Meyer, Judith Remmes**, Saul Rubin, Odemaris Valdivia
**Excused Absence

Interested parties: Tim Cramer*, Ellen Cutler, Kevin Graziadei*, Ebrahim Jahangard*, Peggy Kline*, Laura Manson, Christine Miller*, Pete Morris, Wendy Parise*, Jenny Resnick*, Marilyn Simons, Diem Nguyen*
*Present

The Santa Monica College Distance Education Committee was called to order by Sal Veas at 11:20 a.m.

Approval of Minutes: A motion to approve the minutes of May 1, 2014 (with correction) was made by Peggy Kravitz, seconded by Dana Del George and approved unanimously.

Chair's Report:
- Tech planning Committee update report: Cloud 365 is currently in pilot mode with campus-wide rollout set for fall 2014. This will eventually be used to replace Microsoft Exchange email.
- There will be 100 more Wi-Fi access points on campus.
- Smart classroom needs will be prioritized and implementation to take place over winter 2015. 48 rooms will need to be updated and those will be ranked by level of need. Some of the older classrooms will be smart via carts bolted down to the floor.
- There are plans for a new LAN network at SMC.
- Class rosters: District is considering moving toward including student photos. Implementation date TBD
- Student Survey: OIS confirmed 400 students have responded so far. Date survey closes is TBD. Results to be presented to committee when we reconvene in the fall.
- @One DE committee faculty summer cohort confirmed – Fariba Bolandhemat, Dana DelGeorge, Ebrahim Jahangard, Walter Meyer & Sal Veas.
- Fall 2014 @One faculty readiness hybrid pilot to be presented to the chairs on 5/16 for their comments and guidance on how to proceed with identifying participants.

Vice Chair's Report:
- OEI Online Education Initiative updates including webinar archive information has been posted to FAC 101 so the committee. This includes information on timelines, tasks and committee structure.
- Jeff Borden will be presenting the last of the spring 2014 faculty training webinars on June 30. This session will be an update to a previous and out-of-date session on Web 2.0
- Christine Miller presented an update on the iPad app and student access/functionality.   Walter Meyer, Sal Veas and Keith Graziadei agreed to have their student's pilot this spring/summer before a full roll-out campus-wide.
- Updates on all feature reviews and enhancements are now being posted to FAC 1O1 so faculty can stay current on all new releases and how they impact their classroom, course design and tool use.

Ongoing Projects:
- Faculty Certification: The discussion continued on how to define and approach this initiative. Would the @ONE fall pilot be a help in moving faculty in the right direction? Also discussed was our course shell evaluation process.

Committee Members Discussion/Reports:
- New product/vendor reviews: Proctoring demonstration by Tegrity has been arranged and will be run by webinar. This session is set to run on Friday June 6 from 11:00-12:00. Faculty who are interested in participating in this webinar need to let Sal know so he can forward out webinar login details.

Adjournment: The meeting was adjourned at 12:3 p.m.

Next Meeting: The next meeting of the Distance Education Committee will meet from 11:15-12:30 on Thursday May 29 in the Academic Senate Conference room #251