Santa Monica College
Distance Education Committee
Minutes of 15 September 2015

Voting Members: Pete Morris (chair), Julie Yarrish (vice chair)**, Dana Del George**, Wendi DeMorst, Christina Gabler, Ron Furuyama, Peggy Kravitz, Jenny Resnick, Odemaris Valdivia
 **Excused Absence

also in attendance: Willis Barton, Alan Buckley, Georgia Lorenz, Gary Ortega, Yvonne Ortega, Cassie Rockwell, Tammara Whitaker

Meeting called to order by Pete Morris at 12:51 p.m.

Old Business - Canvas:

- Pete reminded the committee that the DE committee formally recommended, at its last meeting in June, that SMC adopt Canvas, in line with the statewide OEI. The Senate Executive Committee will present a similar recommendation to the Academic Senate next Tuesday, September 22.
- Pete presented a rough draft version of "Learning about Canvas" on the committee website. Pete encourages input to help provide information and resources regarding Canvas.
- The DE committee will develop rationale of why it is recommending SMC's adoption of Canvas, and add these rationale to the committee website.
- While faculty are encouraged to begin exploring Canvas on their own, as long as the college remains on the eCollege platform, faculty are highly discouraged from using Canvas for their current SMC classes.
- A representative from Canvas will present on October 15, 2015 during activity hour. Location TBD. Committee members are encouraged to compile a list of questions for Canvas presentation.
- There was discussion of the possible financial savings that will ensue with the adoption of Canvas. It was mentioned the importance to ensure the money saved goes back into faculty and student resources to facilitate the best online learning experience.
- There was mention that although the Canvas recommendation is supported by the district, there are still important issue and needs (i.e. 24/7 technical support) to address before the potential transition.

New Business – Committee formation and meeting schedule:

- Official voting faculty members still need to be approved by the full Academic Senate.
- Pete announced the new time and location this year: First and third Tuesdays each month during the Fall and Spring semesters, from 12:45 to 2:00 pm, in the Media Center Conference Room (M110).
- There will not be an opportunity until winter for a possible joint meeting with the ISC.

New Business – Committee goals for 2015–16:

- Overview of the 2015-16 goals & objectives were presented and discussed, with plans to formally adopt them at the committee's next meeting. General agreement on the provisional goals listed in the agenda, but consensus that the item regarding an Instructional Designer should be dropped and that the item regarding use of non-CMS tools should be refined.

- The SmartThinking online tutoring pilot will begin second 8-weeks of Fall 2015. The committee will review in Spring 2016.
- In the near future, there will be an opportunity for the next cohort to participate in @ONE training for DE faculty. Canvas will be the CMS used.

Adjournment: The meeting was adjourned at 2:00 p.m.

Next Meeting: The next meeting of the Distance Education committee will be Tuesday, October 6, from 12:45 - 2:00 p.m. Location: Media Center Conference Room (M 110).