

Santa Monica College Distance Education Committee

Meeting Agenda

Date & Time: Tuesday, September 14, 2021

Location: [Zoom](#)

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

Members: Fariba Bolandhemat, Vanessa Bonilla, Dana Del George, Sandra Hutchinson, Maral Hyeler, Paul Trautwein, Odemaris Valdivia

Interested Parties: Diane Arieff, Lourdes Arevalo, Sheila Cordova, Ashley Eutsey, Corinne Hayes, Gary Huff, Sue Lee, Laura Manson, Kas Metzler, Christine Miller, Angelina Misaghi, Steven Sedky, Scott Silverman, George Skriabin, Yukiko Tsuboi

I. **Call to Order:** 12:50 pm

Motion: D. Del George

Second: V. Bonilla

Approved

II. **Public Comments**

- a. S. Silverman and D. Arieff introduced themselves to the committee.

III. **Approval of Minutes**

[Minutes from May 25, 2021](#)

Revision to correct the date to May 25, 2021.

Motion D. Del George

Second: F. Bolandhemat

Approved

IV. **Chairs' Business**

- a. Welcome and Introductions: New Members and Interested Parties
Committee and interested parties introduced themselves and positions.
- b. Update on Student Member

J. Adams reached out to the Associated Students president to recruit student members and advertise the opportunity to join the committee. As of today, there aren't any students that have expressed interest in joining. J. Adams encouraged committee members to inform students about the committee who may have an interest in joining as a member.

c. Senate Resolution to extend Emergency Distance Education classes

The senate discussed safety concerns and suggestions surrounding the plans to return to campus for faculty and students. A resolution to prolong the emergency distance education course(s) period is working through shared governance processes.

The committee discussed the popularity and demand of synchronous online courses from students. D. Del George inquired about additional data to support the interest of students regarding synchronous courses. T. Whitaker discussed the limitations of the current data to infer which modality is preferred.

d. [Update to Title V re: DE](#) and SMC Interpretation for Modalities

J. Adams discussed the proposed changes to DE Title V and the interpretation from Academic Affairs that may limit flexible meeting dates offered by faculty. Committee members voiced confusion about the current modalities offered (e.g. flexible with optional scheduled meetings). J. Adams reiterated the committee would be able to assist with focusing on pedagogy and also redefining the modalities.

V. Discussion/Action Items

a. [Review and Set Goals, Values, and Norms](#)

The chair reviewed the values of the committee, overarching goals of the committee, and Fall 2021 goals for the semester. All members were in agreement about the goals and values of the committee.

b. [Best Practices for Synchronous Online Teaching](#)

The Best Practices for Synchronous Online Teaching document is the first priority of the semester for the committee. J. Adams would like to committee to review the current draft and provide at least one suggestion for the document by the next meeting.

VI. **Adjournment**- 2:00 p.m.

Motion: O. Valdivia

Second: D. Del George

Approved

Next scheduled meeting: September 28, 2021 from 12:45 - 2:00 p.m. via Zoom