

# Santa Monica College Distance Education Committee

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## Meeting Minutes

**Date & Time:** Tuesday, April 25, 2023

**Location:** [Zoom](#), Password: 849944

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

**Voting 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 Haynes, Gary Huff, Sue Lee, Kas Metzler, Christine Miller, Angelina Misaghi, Steven Sedky, Scott Silverman, Kayli Weatherford

**I. Call to Order:** 12:47 p.m.

### II. Public Comments

- a. Hari Vishwanada is interested in seeing Smarthinking data regarding student usage.

### III. Approval of Minutes

- a. [Minutes from April 4, 2023](#)

Motion: D. Del George

Second: F. Bolandhemat

Approved

### IV. Chairs' Business

- a. Senate Discussion re: SMC leadership concerns (J. Adams)  
Concerns were expressed by faculty members regarding the communication style, vision messaging, and equity focus of senior leadership. To address these concerns, the Senate organized a townhall meeting for faculty members to discuss their concerns with the senate leaders and obtain additional information about future steps.
- b. Hyflex Pilot (T. Whitaker)

The Hyflex pilot participants, DE Team, and Interim VP of Academic affairs had a productive meeting and gained more insight about the pilot and future needs. The Hyflex pilot will be extended and continue for fall 2023.

## V. Discussion/Action Items

a. [DE Recommendations](#) (J. Adams)

The committee spent time editing and discussing the intended audience and the most pressing priorities to address in the document.

Motion to share the recommendations with the Executive Senate: D. Del George

Second: O. Valdivia

b. Vendor Selection Process (J. Adams and T. Whitaker)

To optimize the committee's time, a proposal was made to establish a set of criteria for evaluating future vendors. The DE Team will then meet with multiple vendors using the committee's criteria and provide the committee with a report on the top vendor options. Ultimately, the committee will still make the final decision on the vendor recommendation.

## VI. Adjournment – 2:00 p.m.

**Next scheduled meeting:** Tuesday, May 9, 2023, at 12:45 p.m. on Zoom.