

Santa Monica College

Distance Education Committee Minutes of February 27, 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, Keith Graziadei, Peggy Kline, Laura Manson, *Christine Miller, *Pete Morris, *Diem Nguyen, *Wendy Parise, *Jenny Resnick, *Marilyn Simons

*Present

Invited Guests: Ani Aharonian, Hannah Lawler

The Santa Monica College Distance Education Committee was called to order by Sal Veas at 11:15 a.m.

Approval of Minutes: A motion to approve the minutes of December 5, 2013 was made by Wendi DeMorst, seconded by Saul Rubin, and unanimously approved.

Vice Chair's Report:

- Julie reported that on day 1 of the spring semester there were 11,675 online enrollments.
- The system-wide CCC CVC Exchange project is a couple of years in the future and when/if finalized will not be the mandatory CMS for all community colleges. However, it will be required that faculty who teach classes run through the CVC will need to be certified.

Ongoing Projects:

- Survey: Hannah Lawler reviewed the survey process for the committee and stated that her office will administer the survey which will be deployed after spring break (April 14 – 18). She asked the committee to promote the survey to other faculty. Latest draft has been posted to FAC 101 for committee viewing and comments which are due no later than March 20 via word doc. upload. Hannah to return on March 27th for final discussion before deployment.
- Flex Day Activities: Sal suggested that the Distance Education Flex Day workshop consist of a series of mini (8 to 10 minute) demonstrations of various features/tools in order to give attendees a "taste" of eCourse/eCompanion features. After discussion the committee agreed to this approach. Dana DelGeorge, Walter Meyer, Saul Rubin, and Sal have volunteered to be presenters.
- DE Faculty Certification: During the discussion the suggestion was made that the Center for Education & Technology support DE faculty with their technology/pedagogy needs in association with DE faculty readiness. During a discussion of "build or buy" training the consensus was to use the model from other community colleges, we buy a block of 100 seats from @One for their foundation course which would roll out during the fall 2014 semester. During the discussion on options for and how to implement training, there was also the suggestion that perhaps that "Center" funding might also be allocated for a faculty mentor/leader for ten hours per week.

Adjournment: The meeting was adjourned at 12:30 p.m.

Next Meeting: The next meeting of the Distance Education Committee will be in HSS 261 (Senate Conference Room) 11:15 A.M., Thursday, March 13, 2014.