

**Santa Monica College
Distance Education Committee &
Information Services Committee**

Joint Meeting

<http://www.smc.edu/ACG/AcademicSenate/AScommittees/Pages/Distance-Education.aspx>

Agenda

Thursday, December 4, 2014 @ 11:15–12:30 PM

Media Center Conference Room

1. Call to order
2. Action Items
 - a. Approve Minutes of DE meeting: 11/20
3. Announcements
4. Reports
 - a. BYOD & Office 365 Update—Jocelyn Chong, Jamie Cavanaugh
 - b. DE and OEI Update—Julie Yarrish, Sal Veas
 - c. ISC and DE Student Survey outcomes: What now?
5. Old Business
 - a. Online Tutoring—Julie Yarrish, Mona Martin
6. New Business
 - a. “Proctoring” solutions and evaluations—Spring 2015
7. From the Committee
8. Adjournment

Next meeting:

Thursday, February 26 (Senate Conference Room, HSS 261))

**Santa Monica College
Distance Education Committee
Minutes of November 20, 2014**

Members: Sal Veas (chair), Julie Yarrish (vice chair), Jamie Cavanaugh**, Dana DelGeorge**, Lee Johnston, Peggy Kravitz, Mona Martin, Walter Meyer**, Saul Rubin, Odemaris Valdivia
**Excused *Absent

Interested parties: Tim Cramer, Ellen Cutler, Kevin Graziadei*, Peggy Kline, Laura Manson, Christine Miller*, Pete Morris*, Wendy Parise*, Jenny Resnick, Diem Nguyen, Ebrahim Jahangard, Patti Nakao, Steve Sedky*, Diane Gross, Fariba Bolandhemat, Chau Tran
Judith Remmes *Present

The Santa Monica College Distance Education Committee was called to order by Sal Veas at 11:21a.m.

Approval of Minutes: A motion to approve the minutes of 10/23 was moved by Peggy Kravitz seconded by Mona Martin and unanimously approved.

The meeting consisted of a special presentation by Hanna Lawler, Dean of Institutional Research. Hannah presented and discussed key points from the spring 2014 distance education student satisfaction survey. Of the 10,710 students who were sent the survey, 560 responded. Key points made:

- The gap between success and retention rates between online and traditional campus classes has been narrowing each year.
- More females than males take online classes.
- The majority of online students also come to campus for classes (combination schedule)
- Highest ethnic representation among online students is white (29%) and Hispanic (26%)

Chair's Report:

- It was announced the Pete Morris will be the incoming chair of the Distance Education committee 2015-2016.
- A new time/day will need to be identified based on a new blackout policy per the Academic Senate. No Academic Senate joint committees will be allowed to meet during the free-hour as of fall 2015.

Announcements

- None

Vice Chair's Report:

- We are still awaiting an update from the Chancellor's office on the results of the Distance Education Faculty satisfaction survey which was deployed June 2014.

Ongoing Projects:

- Add code deployment process and deployment schedule
- Tutoring

Adjournment: The meeting was adjourned at 12:32 p.m.

Next Meeting: The next meeting a joint ISC/DE committee on Thursday December 4th 11:15-12:30. Location: Media Center Conference room

Minutes Approval

Members	
Dana Del George	20-Nov-14 Excused
Peggy Kravitz	Yes
Walter Meyer	Excused
Saul Rubin	Yes
Odemaris Valdivia	Yes
Sal Veas	Yes
Lee Johnston	Yes
Mona Martin	Yes
Julie Yarrish	Yes