

Santa Monica College

Distance Education Committee Meeting

Meeting Minutes

Date and Time: Tuesday, 23 March 2021

Location: [ZOOM](#)

Chairs: Joelle Adams (Chair), Tammara Whitaker (Vice-Chair)*,
Members: Fariba Bolandhemat, Vanessa Bonilla, Dana Del George, Sandra Hutchinson, Maral Hyeler (Interim Vice-Chair), Regina Ip*, Odemaris Valdivia

Interested Parties: Sheila Cordova*, Ashley Eutsey, Aaron French, Yukiko Tsuboi, Sue Lee*, Laura Manson*, Christine Miller, Angelina Misaghi*, Steven Sedky*, Alexander Ibaraki*, Lourdes Arevalo

* = absent

I. **Call to Order** – (I missed the exact time)

Motion: F. Bolandhemat

2nd: V. Bonilla

Passed

II. **Public Comments**

Alexandra Tower: thanked the committee for their hard work, and for providing opportunities to submit feedback. She reminded the group that our resolutions carry weight across the campus during decision-making. She asked the committee to carefully consider academic freedom and equity in all resolutions, with specific emphasis on the wide range of needs among departments. Joelle thanked Alex for her comments and added that we as a committee would strive to respond rather than react.

III. **Approval of Minutes**

a. [9 March 2021](#)

Motion: D. Del George

2nd: F. Bolandhemat

Passed: with corrections with Alexander and Yukiko's names

IV: Chairs' Business

Joelle advised that some on campus would like the DE Committee to weigh in on Proctorio. Sandra suggests that people enroll in the Proctorio training course, which was designed with STEM programs in mind. The Committee suggested that as most of us do not use Proctorio, this might be best left to the relevant faculty, as per academic freedom and signature pedagogies of STEM subjects.

Joelle reported that more ARs are being updated; refer to Senate minutes for specifics. Joelle encouraged anyone interested in participating in the Full-Time Hiring Ranking Committee and/or Accreditation Task Force should contact Nate Donahue. Please share with your departments and other colleagues.

Laura, Fariba, Odemaris and Joelle presented on Flex Day regarding camera use. Positive responses and faculty understood the resolution is a recommendation rather than a mandate. Faculty understood concerns regarding student privacy. About 97 people attended.

V. Discussion Items

a. [DE Committee Vision and Goals](#)

The Committee discussed various possibilities for Spring 2021/2022 goals. The Committee also discussed *when* the work would be completed (e.g. during meeting time or outside of meeting time) and had questions about the contractual obligations and expectations for time spent on shared governance. The Committee discussed the benefits and drawbacks of sub-committees to complete discrete tasks required to complete goals. The Committee discussed having over-arching long-term goals, in addition to specific short-term goals.

The Committee discussed how faculty and administrators join Senate committees.

The Committee agreed that Joelle would work up the suggestions for the goals and bring them back for voting at the next meeting.

VI. Adjournment – 2:06 pm

Motion: D. Del George

2nd: F. Bolandhemat

Passed

Next scheduled meeting: 6 April 2021, 12:45pm on Zoom