



# MINUTES

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING

WEDNESDAY, DECEMBER 23, 2020

Via Zoom Conference

The minutes may be accessed on the  
Santa Monica College website:

<https://www.smc.edu/administration/governance/board-of-trustees/meetings.php>

## MINUTES

The Santa Monica Community College District Board of Trustees held a Special Meeting on Wednesday, December 23, 2020. The meeting was conducted via Zoom conference.

### I. ORGANIZATIONAL FUNCTIONS

A CALL TO ORDER – 4 p.m.

B ROLL CALL

Rob Rader, Chair - Present

Dr. Louise Jaffe, Vice-Chair - Present

Dr. Susan Aminoff - Present

Dr. Nancy Greenstein - Present

Dr. Margaret Quiñones-Perez - Present

Dr. Sion Roy - Present

Barry A. Snell - Present

Joshua Elizondo, Student Trustee – Present

### II. MAJOR ITEMS OF BUSINESS

#1 Contract with Proctorio, Inc. for Online Proctoring Services

### III. ADJOURNMENT- 6:11 p.m.

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, January 19, 2021 at 6 p.m. (5 p.m. if there is a closed session). The meeting will be conducted via Zoom Webinar.

BOARD OF TRUSTEES Santa Monica Community College District	ACTION December 23, 2020
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBJECT: CONTRACT WITH PROCTORIO, INC. FOR ONLINE PROCTORING SERVICES

SUBMITTED BY: Vice President, Academic Affairs  
Vice President, Business/Administration

REQUESTED ACTION: It is recommended that the Board of Trustees authorize the Superintendent/President to enter into a contract with Proctorio, Inc. for online proctoring services through June 30, 2021, for a total amount not to exceed \$75,718 to be used only sections in which the schedule of classes advised students of the use of such proctoring prior to any student enrolling in the section.

FUNDING SOURCE: General Restricted Fund

SUMMARY: Proctorio is an online exam proctoring system currently in use by some class sections at SMC. The college licensed the software prior to the pandemic to enable secure online assessment of student knowledge of objective content (for example, mathematics and some of the laboratory sciences). These disciplines face unique challenges in migrating their courses to the online environment while also maintaining the integrity of their assessments. Proctorio offers a solution that has enabled SMC to create its first online offerings in these disciplines, thereby also enabling SMC to offer its first fully-online degrees.

With the onset of the pandemic and the ensuing migration of all courses to online delivery, Proctorio use expanded at SMC. Lively debate has occurred among and between faculty, students, and administration regarding a number of concerns including inequities in access to technology, privacy of student personal information, and racial bias in facial recognition systems employed by the software. As a result, most SMC class sections are finding alternatives to the use of Proctorio, including take home exams, essays in place of exams, etc. Now, there remain about 175 spring 2021 class sections (6% of the course offering) that faculty believe will be best served with the use of Proctorio.

It is therefore proposed that SMC's Proctorio license be extended through the spring 2021 semester to provide those course sections with the most urgent need for online exam proctoring access to the software as planned. Without this, some sections will be canceled, and others that were labeled as fully asynchronous to students will need to be rescheduled to include a synchronous component – a change that would cause hardship for students studying from other time zones and for those who have work and other personal commitments that require fully asynchronous access to their classes.

Public Comments:

Kamiko Greenwood	Sue Lee
Sharon Obsatz	Diem Nguyen
Daniel Jimenez	Alan Antonio
Philip Boone	Jorge Reque
Alexis Gosselin	Alexandra Tower
Morgan Newton	Evan Millis
Sunni Monday	Malachi Maldonado
Yasamin Hatefi	Tafari Alan
Tuesday English	Kevin Carlson
Naomi Ruiz	Jonnae Serrano
Brian Rodas	

Motion to amend the recommendation by indicating that Proctorio will be used in class sections in STEM disciplines only

MOTION MADE BY: Barry Snell  
SECONDED BY: Louise Jaffe  
STUDENT ADVISORY: Abstain  
AYES: 2  
NOES: 5

*Motion Fails*

Motion to approve the recommendation as originally submitted

MOTION MADE BY: Susan Aminoff  
SECONDED BY: Margaret Quiñones-Perez  
STUDENT ADVISORY: Abstain  
AYES: 7  
NOES: 0