

Santa Monica College

Distance Education Committee Minutes of April 17, 2012

Members: Jamie Cavanaugh (chair), Julie Yarrish (vice chair), Dana DelGeorge, , Dan Hurley, Peggy Kline, Erica Leblanc, Jenny Resnick

Members Absent: Wendi Demorst, Keith Graziadei

Interested parties: Kay Azuma, Willis Barton, Teri Bernstein, Fariba Bolandhemat*, Ellen Cutler, Stephen Druker, Janet Harclerode, Peggy Kravitz, Laura Manson, Eve Mazzara, Christine Miller*, Waleed Nasr*, Eric Oifer, Wendy Parise*, Judith Remmes, Marilyn Simons*, Odemaris Valdivia, Sal Veas*

*Present

Guest: Hannah Alford, Institutional Research

The Santa Monica College Distance Education Committee was called to order at 12:50 p.m. by Jamie Cavanaugh

Approval of Minutes: A motion to approve the minutes of April 3, 2012 as amended was made by Dana DelGeorge, seconded by Jenny Resnick, and unanimously passed.

Chair's Report:

- Jamie reported that Janet Harclerode, Academic Senate, suggested that faculty online certification should be considered flex time.
- Janet also recommended that support and feedback for the certification process be elicited from department chairs.

Vice Chair's Report:

- Julie informed the committee that the quarterly issue of the Distance Education newsletter has gone out and asked for article suggestions and put out a call for faculty to contribute articles.

Committee Members Discussion/Reports:

- During a brief discussion of substantive participation the committee agreed to the need to formalize a brief statement defining "substantive participation" to clearly inform students that they may be dropped for non-participation. Dana Del George has put forth this statement to be included in the enrollment confirmation email to students, "You have registered for an online class, which requires substantive participation. This means that if you do not regularly and thoughtfully participate in the class activities defined in your course syllabus, you risk being dropped". Further discussion of this issue was tabled.
- The subject of a possible merger of the DE and ISC committees was raised. The subject will be agenzized for further discussion at the May 15 meeting.

New Business:

- Hannah Alford, Institutional Research, presented information on an institution wide study to measure success and retention at SMC and the narrowing of that to cover online and hybrid classes. Among the issues raised were:
 - Define/standardize "hybrid"
 - Compare online success rates to that of other colleges
 - The role of demographics
 - Target indicators
 - Access to technology
 - What are the needs of the Distance Education Committee

Adjournment: The meeting was adjourned at 2:00 p.m.

Next Meeting: The next meeting of the Distance Education Committee will be in Library 275 (2nd floor, Conference Room) at 12:45 p.m., Tuesday, May 1, 2012.