

ETC Meeting Agenda



ETC Charge

Discussing and evaluating ways that technology can promote student learning and assist faculty in teaching.

The Educational Technology Committee (ETC) is authorized by the Academic Senate to use quantitative and qualitative data to develop and recommend policies, professional development, and curriculum for CHC Distance Education (DE) that are consistent with equity, diversity, inclusion, and accessibility.

The primary duties of the committee include (but are not limited to):

1. Reviewing DE addenda through the process approved and adopted by the Curriculum Committee,

2. Reviewing and making recommendations for professional development related to distance education,
3. Reviewing and making recommendations for new and existing educational technologies and services,
4. Reviewing and making revisions and recommendations for the Introduction to Online Teaching course for faculty,
5. Forwarding ETC training recommendations so that management may assign from a pool of eligible instructors,
6. Gathering technology needs from faculty across the campus,
7. Other Academic Senate charges as requested/applicable.

Members (present in bold)

Members

Brink, T.L.; Hamlett, Cynthia; McAtee, Robert; McLaren, Meridyth

Non-Voting Members

Coats, Cherishea; Mello, Brandice; Simonson, Kristi; Weiss, Kay; Wurtz, Keith

Guests

Agenda Items

Preliminary Business

| Item | Recommendation & Discussion | Action |
|------|-----------------------------|--------|
|------|-----------------------------|--------|

| | | |
|-------------------------------|-----------------------|--|
| Call Meeting To Order | | |
| Announcements from the Public | None | |
| Approval of Minutes | ETC Minutes 8/23/2023 | |

Reports

| Item | Report | Action |
|-------------------------------|--------|--------|
| DE Lead | | |
| Technology Planning Committee | | |
| District DE Team | | |
| Administration | | |

New Business

| Item | Recommendation & Discussion | Action |
|---|---|--------|
| Losing DE Equivalency with RCCD | Reviewing the RCCD Equivalency Checklist to understand where and why we do not align | |
| DE Verified Instructors list web location | | |
| Live/Synchronous Training | Looking over the content of the 2-week course to determine the best time and way for PDC to offer the course. | |

Concluding business

| Item | Recommendation & Discussion | Action |
|---------------------------|-----------------------------|--------|
| Announcements | | |
| Calls for future business | | |
| Adjourn | | |

Future business

| Item | Recommendation & Discussion | Action |
|------|-----------------------------|--------|
| | | |