

Crafton Hills College

ETC Minutes

Date: March 4th, 2015
Next Meeting: April 15th, 2015
Time: 1:00 – 2:30 p.m.
Location: LADM 220

The Educational Technology Committee is authorized by the Academic Senate to develop and recommends policies involving the use of technology for education. Reviews and revises as necessary the Intro to online learning course(s) (CHC 062), as well as the process by which online instructors and courses are evaluated. The committee reviews and approves eLearning instructors and courses. The committee reviews the success of the eLearning program and makes recommendations for professional development to address identified deficiencies. Develops and provides content for the CHC eLearning portal. Updates and revises the distributed Ed Plan(s). Develops recommendations related to the continued growth of the college's eLearning program to instructional support services, student services and the curriculum committee for eLearning programs and students.

Members:

Allen-Hoyt, Denise; Boebinger, Kelly; Brink, T. L.; Hendrickson, Catherine; **Petrovic, Snezana;** Spencer, Emily, Urbanovich, James*; Word, Daniel; **Yau, Margaret; Cervantez, Jeff;** McLaren, Meridyth

Non Voting Members: Hogrefe, Rick; Reece, Bryan; Lares, Rhiannon

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order		
Agenda Items		
Approval of Minutes	February 18 th meeting minutes	Motion to Approve the minutes by Kelly B seconded by Jeff C. All in attendance voted in favor.
Courses Needing Approval <i>(CurricuNet Step)</i>	No Courses currently in the process GoogleDocLink:	
Instructors Needing Approval	(Note: you may need to press control and then click to active the links to google docs pasted below) https://docs.google.com/spreadsheets/d/1ypHaHr3V8w73Jr6xYMhkTZbwT-0JMF0M0BgllrK2F0A/edit?usp=sharing Piluso, Robert (Eng) (Step 3) – Robert Piluso will be asked to complete some Blackboard training. blackboard shell needs to be approved by ETC. He needs to continue work on this shell. Menchaca, Patricia – No new info on P. Menchaca Vasquez, Alta (CIS) (Step 1) – needs to be approved by ETC	Motion by Kelly B. to approve Alta Vasquez to move to step 2 (step 1 approved), seconded by Margaret Y. All in attendance voted in favor.
DE Coordinator	Review list of responsibilities and desired skills/qualifications.	
Distributed Ed Plan	Next steps – waiting for DE coordinator	
Adjourn	Meeting adjourned 2:04	
Planning for 2014-2015		

- CHC 062
- Recommendations for Professional Development
- Online course evaluation process
- Elearning portal
- Growth of the CHC eLearning program
- eLearning instructional support services and student services

Statements from the public	
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Announcements	
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Adjourn	
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Future Business

- **Re cert – or recurrency issue**
- **Menchaca, Patricia** – No new info on P. Menchaca
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