

# Crafton Hills College

## ETC Meeting Minutes

Date: March 9<sup>th</sup>, 2016

Next Regular Meeting: Mar 23<sup>rd</sup>, 2016

Time: 1:00pm – 2:30pm

Location: CNTL 134

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.; Cervantez, Jeff; Hanley, J, Hendrickson, Catherine; Petrovic, Snezana; Quach, Patricia, Word, Daniel; Yau, Margaret;**

Non Voting Members: Reece, Bryan; Lares, Rhiannon, Elisya Incidis

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	1:10 pm	

### Agenda Items

<b>Approval of Minutes</b>	<b>2-24-16</b>	Motioned approved by Jeff. Seconded by T. L. Approved by consensus.
Courses needing Approval	BUSAD 103 (new DE addendum – on hold at step 6) ----- ACCT 208 (new DE addendum – step 4 – will be on hold at step 6) ACCT 209 (new DE addendum – step 4 – will be on hold at step 6) CIS 161 (new DE addendum – step 4 – will be on hold at step 6) ----- Anthro 102 (prior DE addendum – need one reinstated – no hold needed) Anthro 106 (prior DE addendum – need one reinstated – no hold needed) Phil 105 (prior DE addendum – need one reinstated – no hold needed) Soc 130 (prior DE addendum – need one reinstated – no hold needed)	
<b>Instructors Needing Approval</b>	Consideration of DE certification for CHC Faculty: <b>Step 1?: Alycia Granado – Child Development</b> ----- <b>Step 2?: Felix A. Kalinski – BusAd</b> <b>Step 2?: Kerry McLoughlin – SOC</b> <b>Step 2?: Ny S. Chhuon – SOC</b> ----- <b>Step 3?: Alta Vasquez – CIS</b> <b>Step 3?: Pablo Romero – BusAd</b>	Kelly motioned to move Alycia Granado to step 1. Motion was seconded by T. L. Approved by consensus.

<b>OEI MOU</b>	Reviewed Online Education Initiative for the California Community Colleges - Memorandum of Understanding	Will wait to hear what Valley College decides to do regarding Canvas and OEI before taking further action.
<b>OEI quality course standard rubric</b>	Review and make a recommendation concerning the adoption and use of the OEI quality course standard rubric, course evaluation, approval tools fo CHC DE course design and approval processes.  <a href="https://sites.google.com/site/coursedesignrubricoeifinal/">https://sites.google.com/site/coursedesignrubricoeifinal/</a>	Will continue the discussion in the following meeting. Members will review the "Standards for Quality Online Teaching" document by @one before the next meeting.
<b>Statements from the public</b>	None.	
<b>Announcements</b>	None.	
<b>Future Agenda items</b>	Distance Education Plan - Implementing objective and annual plan progress Portal Training on new Web management tool. OEI tools in ITOL course and on the CHC DE web portal Support (counseling, financial aide, etc). Support for closed captioning of instructor generated video's	
<b>Adjourn</b>	2:40 pm	