

Crafton Hills College
Educational Technology Committee
March 3, 2010
Minutes

Members:

_____	Catherine Pace-Pequeno, Faculty Chair
<u> X </u>	Kelly Boebinger
<u> X </u>	T.L. Brink
<u> X </u>	Julie Davis
<u> X </u>	Ruth Greyraven
<u> X </u>	Rick Hogrefe, Administrative Co-Chair
<u> X </u>	Denise Hoyt
_____	Terry Koeper
<u> X </u>	Mark McConnell
<u> X </u>	Meridyth McLaren
<u> X </u>	Snezana Petrovic
_____	Aaron Race

I. Approval of Minutes

II. Approvals

A. DE Course Approval

B. Instructor Readiness Approvals

C. Course Readiness Approvals

1. SPEECH 174- Jim has made many of the changes. Overall course looks good. Just a few small suggestions – include more info about needing a computer, internet, programs, etc. Could use some of the suggestions under the Instructor area in the Portal. General consensus is that the course looks good.

Motion: To approve the course and provide suggestions (Boebinger, Snezana, MSC)

III. Updates

A. Faculty Co-Chair

B. Administrative Co-Chair

- a. Want to be proactive – send out instructions to all online faculty about how to archive courses. Need to anticipate that they will archive everything again. Are they going to dump spring when summer starts?
- b. Bb 9 – some were going to pilot it in the spring and roll in out in the fall. Only just now setting up the test server. Can't pilot until fall. Current plan is to train in the fall and roll out in the Spring.
- c. Issue with backup site. Learn online repository is going away in June. EduStream can be used. Or iTunes University. iTunes training was put on hold. TL can pilot and then tell us about it and request training.
- d. Suggestion to change the faculty readiness form. Can do some minor changes but we don't want to keep making major revisions to the form. Can open it up to more applicants by adding training to the course work area.

IV. Action Items

A. Online Portal www.craftonhills.edu/online

Mark will work on Student FAQ – TL will take on the instructor FAQ. Rick will send out an electronic copy with the authors identified.

Do we want to have the district manage the Portal? If we do, it will have to be exactly like Valley.

Is there a way for us to manage our own Portal content? Yes – we can get editing privileges?

B. Would like to add specific teacher comments in a section about what an online class is like– include a picture. Also need to get student comments as well.

V. Future Agenda Items

A. Next Meeting Date – March 31 or April 7

Next meeting will be March 24

VI. Adjournment