

Crafton Hills College
Educational Technology Committee
November 17, 2010
Minutes

Members:

Matt Adams
 Kelly Boebinger
 T.L. Brink
 Julie Davis-McKee
 Rick Hogrefe, Administrative Co-Chair
 Marina Kozanova
 Farhad Mansourian
 Mark McConnell
 Meridyth McLaren, Faculty Chair
 Snezana Petrovic
 Jim Urbanovich
 Dan Word

- I. Approval of Minutes
 - A. October 6, 2010
Motion: To approve minutes (Brink, Boebinger, MSC)
- II. Approvals
 - A. DE Course Approval Update
 - 1. Math 095 – please review in Curricunet
Need to decide as a department what they want. We would be happy to meet with them to facilitate.
 - B. Instructor Readiness Approvals
 - C. Course Readiness Approvals
- III. Updates
 - A. Faculty Co-Chair
 - 1. Reschedule of Brown Bag – rescheduled to Feb 9th during college hour.
 - 2. Courses moved on
 - a. BUSAD 230/CIS 101
 - b. MUS 103
 - c. SOC 100
 - d. SPEECH 100
 - 3. Launch of Bb 9.0 – very different than the current version. Please review to become familiar. Trelisa has done a good job of having trainings. The upcoming change has been announced multiple times through e-mails. Meridyth will e-mail Trelisa about sending out an e-mail that clarifies the timeline for upcoming changes and the process for saving/exporting courses. Using if then statements. Are there any instructors who will be teaching in the spring who are not teaching now? Should e-mail them and let them know about upcoming changes, since they may not be receiving the update e-mails.
 - B. Administrative Co-Chair
 - a. Response to e-mail for best practices – responses have not be numerous. This is important for accreditation. Send ideas to Rick. Need to work on continuous quality improvement.
 - b. Create plan to address ETC plan revision – will send out info for next meeting.
- II. Action Items
 - A. Continued Discussion of Review of 2009-2010 Online Effectiveness Data
- III. Future Agenda Items
- IV. Adjournment

Next meeting: Wednesday, Dec 1, 2010
1:00-2:30
LADM 220