

ETC Minutes
4 February 2009

Members Present: : Kelly Boebinger, TL Brink, Denise Hoyt, Cheryl Marshall, Mark McConnell, Meridyth McLaren, Sandra Moore, Catherine Pace-Pequeno, Laurens Thurman

Members Absent: John Gist, Terry Koeper, Snezana Petrovic, Ted Phillips, Aaron Race, Kiran Razzak

1. Approval of Minutes

2. Report from DECC – Valley still Beta testing the Bb upgrade.

District has renewed contract with current HELP desk support. District is not ready to take over 24/7 support that is needed. Will give us a cost estimate later.

Training schedule – Tuesdays at Valley, Thursday is Crafton – one session from 3-5.

We should request and iTunes training for our campus as well. We should have the same trainings on this campus as Valley has. Maybe we don't to have as many sessions, but we should have at least one. Maybe Trelisa was not aware that we would like these trainings, but we will make sure she does know. We will also let Daniel Bahner know we would like the same trainings.

Policy draft for deleting old courses from Bb site. Faculty should have the ability/choice to delete whichever courses they want deleted. Could start with deleting shells that have never been opened or used. Do we need to have a maximum limit? Perhaps develop a policy where a course will be deleted unless you request it not be. Have a 4 year limit, but maybe faculty have the ability to delete earlier? Not wise to give faculty the ability to delete a course. Potential for too many mistaken deletes. Warn of deletion and give user instructions for archiving.

Perhaps we need to ask faculty before creating shells for all courses – especially for faculty who don't use Bb.

3. **Course outlines** – Geo 101, Health and Pe 102, 263 – may have to look under all approvals. E-mail Catherine comments and CC to all ETC members.
4. **Meeting with Terri Beam** – They have a well put together program, but they have a lot more money and personnel to implement than we will ever have. A very intense approval process, but the faculty also receive significant compensation. They also have issues with attrition. There is a commitment from the administration in both resources and support. This will be a hurdle for us if we want to have any sizeable quantity of quality education. They have a hands on approach to showing faculty readiness.

Should have this incorporated into our Bb training. Perhaps have a CD with some assignments and practice items. There needs to be clarification about what faculty are certified to do after the training. They are not certified to teach online.

Students may need some consistency in certain tabs – a lot of individualizing of shells, but this may be confusing for students.

Having some consistency of syllabi has been a discussion in curriculum. Curriculum may need to make a recommendation to Academic Senate.

When Trelisa takes it online, she should include some type of practice shell.

We often get focused on mechanics and not pedagogy –

5. **TV courses** - What are our recommendations going to be? Currently most TV courses are not meeting the required 48 hours for a lecture course.

KVCR is going to sunset the telecourse videos. Don't have a date for that yet. We need to decide how we as a committee are going to handle these courses. We need to make sure that faculty realize they need to include activities that promote learning and meet the required contact hours.

Terri Beam had the SPOT form which requires a faculty member to really look at what happens in the classroom and how will content and time be accounted for in the telecourse. How do we get at this issue?

We should not be approving any more new telecourses. Should we as a committee make a policy that telecourses can not continue when they come for 6 year revision? Can we require all telecourses to have their course outline rewritten within 2 years? Need to deal with the fact that not all videos being used are on Edustream.

Need to get a timeline for the sunseting videos. We will put together a timeline for changing from telecourse to hybrid.

We need to revise our plan.

6. **For next meeting** – fast tracking of the general ed requirements online.