Educational Technology Committee
Minutes
1 April 2009 (no foolin')

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

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

1. **Approval of Minutes**
   March 4, 2009 – approved by concensus
   March 19, 2009 – approved by concensus
2. **Instructor Approvals**
   Have quite a few courses to look at to approve the instructor.

   A. Downey – Psych 100 – approved to teach this course online
   B. Haydiam - We will revisit – needs to make changes suggested by committee.
   C. Jessica - approve - Mark will provide her feedback about any changes/suggestions. Continue to work with a mentor on minor details, organization
   D. Meridyth Meridyth – add FAQ section – put documents in both word and pdf formats. Syllabus – keep the names the same – add comment about posting the same document in different formats – make instruction for using discussion board clearer
      Approve with changes,
   E. TL – approve
3. **Bb update**
   April 11th - Bb shut down for up to 2 days. Would like to request that DECC provide us some clarification of how they make their decisions about when they shut the system down. Didn't want to impact summer classes, but were okay with impacting spring classes.

   We can issue a statement that before there is a planned interruption of Bb there should be some formal or informal consultation with faculty. Yes

   Should this be presented to the Academic Senate? Yes

   Should send the letter to Glen Kuck –
   Cheryl & Catherine will draft a letter and send it out to the committee for comments and feedback.

Suggest to just make if from this committee first – if no response then bring in the Academic Senate.

4. **Other**

May have more guests at meetings as we continue to work on accreditation recommendations.

Online courses can be evaluated every semester because it is not part of the formal evaluation process.