Crafton Hills College
Educational Technology Committee
Sept 5, 2012
Minutes

Members: Present (Bold) *Absent (Italics)*

_____ **Kelly Boebinger**
_____ **T.L. Brink**
_____ *John Gist*
_____ **Catherine Hendrickson**
_____ *Rick Hogrefe* (in spirit)
_____ **Mark McConnell**
_____ **Meridyth McLaren**, Faculty Chair
_____ *Snezana Petrovic*
_____ **Jim Urbanovich**
_____ **Margaret Yau**
_____ Dan Word

I.   Approval of Minutes
     Need to add Dan Word to committee
II. Approvals
     A. Discussed courses in Curricunet –reviewed how to tell if the curricunet message is informational or requires action. Current courses include Chem 123, Psych 100, 111, 118. Also Math 090 – not the course from last year.
     B. Instructor Readiness Approvals
         none
     C. Course Readiness Approvals
          none
III. Updates
     A. Faculty Co-Chair
     1. DE related committees – TL will go to DECC, Meridyth to TESS. Question about Bb app. Was very expensive for the college to purchase.
     2. Plan for addressing goals on Strategic Plan – will send out DE plan, need to review and begin planning to address first goal.
     3. Ask Rick if a hybrid course outline would cover a 100% online course.
IV. Action Items
     A. CIS 62 Introduction to Online Learning - should it be a CHC course instead?
         CIS 062 INTRODUCTION TO ONLINE LEARNING   1 UNIT
         Look over course, send comments to Meridyth. Would we suspend the course matching part of teaching online for these type of courses? Who is currently teaching the online college orientation? Is it an instructor taught course, self paced?
     B.   What % of courses this semester as being offered online? Question for Rick.
V.   Future Agenda Items
     Portal
VI. Adjournment

Next meeting: October 1, 2012
                     1:00-2:30