Crafton Hills College

ETC Minutes

Date: February 18th , 2015
Next Meeting: March 4th, 2015
Time: 1:00 – 2:30 p.m.
Location: LADM 220

The Educational Technology Committee is authorized by the Academic Senate to develop and recommends policies involving the use of technology for education. Reviews and revises as necessary the Intro to online learning course(s) (CHC 062), as well as the process by which online instructors and courses are evaluated. The committee reviews and approves eLearning instructors and courses. The committee reviews the success of the eLearning program and makes recommendations for professional development to address identified deficiencies. Develops and provides content for the CHC eLearning portal. Updates and revises the distributed Ed Plan(s). Develops recommendations related to the continued growth of the college's eLearning program to instructional support services, student services and the curriculum committee for eLearning programs and students.

Members:

Boebinger, Kelly; Brink, T. L.; Hendrickson, Catherine; Petrovic, Snezana; **Spencer, Emily,** Urbanovich, James*; Word, Daniel**; Yau, Margaret; Cervantez, Jeff;** McLaren, Meridyth

Non Voting Members: Hogrefe, Rick; **Reece, Bryan**; Lares, Rhiannon

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order		
Agenda Items		
Approval of Minutes	February 4th meeting minutes	Motion by Jeff Cervantez 2nd by Catherine Hendrickson. All in attendance voted to approve.
Courses Needing Approval *(CurricuNet Step)*	No Courses currently in the process GoogleDocLink:	
Instructors Needing Approval	**(Note: you may need to press control and then click to active the links to to google docs pasted below)** **Piluso, Robert (Eng)** (Step 3) – blackboard shell needs to be approved by ETC. https://docs.google.com/spreadsheets/d/1ypHaHr3V8w73Jr6xYMhkTZbwT-0JMFCM0BqlIrK2F0A/edit?usp=sharing He needs to continue work on this shell. **Menchaca, Patricia –** No new info on P. Menchaca **Winokur, Robert (Music)** (Step 2) A developmental shell was created	Need to add Alta Vasquez for step 1 approval. Robert Piluso will be asked to complete some Blackboard training. Two options will be forwarded: @One (onefortraining.org) online courses and Lynda.com (Blackboard 9.x – Essential Training for Instructors). Motion by Kelly Bobinger to approved Robert Winokur for teaching online and want to highlight the explemplary nature of his current online S15 course. 2nd by Catherinne Hendrickson. Approved by all present

DE Coordinator	Review list of responsilbities and desired skills/qualifications. Will review again at the next meeting.	Motion by Emily Spencer to forward the following friendly amendments to DE coordinator resolution to the Academic Senate today. RESOLVED, that a non-instructional faculty position be established and ~~titled Distributed Education Coordinator and~~ that the aforementioned responsibilities cited in the whereas clauses be included in the duties of the job description, and Change the last resolve as follows: FURTHER RESOLVED, that a tenured faculty member with training in instructional technology and experience in teaching in an online environment be granted appropriate compensation or release time, ~~as determined by~~ in consultation with the union~~, to serve as the Distributed Education Coordinator~~. All in atteendance voted in favor.
Distributed Ed Plan	Next steps – waiting for DE coordinator	Plan has been revised by the current ETC chair to align with the ACCJC DE recommendations.
Adjourn	Meeting adjourned	

Planning for 2014-2015

- CHC 062
- Recommendations for Professional Development
- Online course evaluation process
- Elearning portal
- Growth of the CHC eLearning program
- eLearning instructional support services and student services

Statements from the public	
Announcements	
Adjourn	

Future Business
- **Re cert – or recurrency issue**