

Crafton Hills College

ETC Meeting Minutes

Date: January 27th, 2016

Next Regular Meeting: Feb 10th, 2016

Time: 1:00pm – 2:30pm

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: (bold = present at meeting)

Allen-Hoyt, Denise; Boebinger, Kelly; Brink, T. L.; Cervantez, Jeff; Hanley, J, Hendrickson, Catherine; Petrovic, Snezana; Quach, Patricia, Word, Daniel; Yau, Margaret;

Non Voting Members: **Reece, Bryan; Lares, Rhiannon, Elisya Incidis**

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	1:13pm	
Agenda Items		
Approval of Minutes	12-9-15	Kelly moved to approve the minutes. Jeff seconded. Approved by consensus.
Courses needing Approval (Dec 9 agenda)	BUSAD 103 (new DE addendum – on hold) PHIL 103 (course update) ENGL 101 (course update)	
Instructors Needing Approval	Consideration of DE certification for CHC Faculty Step 2: Ny S. Chhuon – SOC (consider for step 2 approval) Step 2: Alta Vasquez – CIS (consider for step 2 approval) Step 1: Pablo Romero – BusAd (consider for step 1 approval)	Contacting Ny and Alta to meet with T.L. and Catherine. Pablo – Motioned and approved. Will meet with T.L and Catherine.

Online Tutoring Platforms (Patty Q)	Smarthinking will present on 1/27 and NetTutor will present on 2/10 at 1:00 p.m. Provides online tutoring service through mobile and online. Tutors have a masters or phd and are required to participate in professional development activities. Covers most subjects and have specialists to assist students with their academic needs. Session samples were shown on smarthinking.com \$25 per hour at 2,000 PhD/Masters. For 6,000 FTE equates to 300-600 hours per year Sending list of Southern California Community Colleges that utilize this program as a reference for Crafton Looking into the logistics of implementing the program and holding until we view the next project. Putting together a list of questions that need to be worked through	
Substantive Change Report (Denise)	Progress have to have this completed by March	
Distance Education Plan	Completed Approved via Crafton Council with a few edits Has been posted to the CHC website. Will be completing an annual plan so that the DE objectives and resource requests are considered as part of the college wide planning.	
@one Course on Accessibility		
OEI tools in ITOL course	Update of CHC ITOL 3 instructors for the spring term. Mark M, Catherine H, and Denise A. Denise will update the ITOL course content this spring for use in the Fall 16 term.	
Statements from the public	None	
Announcements	T.L. reported – LAX March 2 nd Meeting for faculty. More details to be provided	
Future Agenda items	Portal Training on new Web management tool. Support (counseling, financial aide, etc). Support for making instructor generated video's assessable	
Adjourn	2:33pm	