Crafton Hills College
ETC Meeting Agenda

Date: May 11th, 2016
Next Regular Meeting: Aug 24th, 2016
Time: 1:00pm – 2:30pm
Location: CNTL 134

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 (present in bold):

Allen-Hoyt, Denise; Boebinger, Kelly; Brink, T. L.; Cervantez, Jeff; 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		
Agenda Items		
Approval of Minutes		
Courses needing Approval	New Courses Phil 107 (on hold at step 6) Phil 109 (on hold at step 6) -- Anthro 102 (prior DE addendum – no hold needed) Anthro 106 (prior DE addendum – no hold needed) Phil 105 (prior DE addendum – no hold needed) Soc 130 (prior DE addendum – no hold needed)	.
Cranium Café	Overview and impelmentation issues	
Instuctor Course Review	Consideration of Online Course approval for Ben for summer Econ course only.	
Instructors Needing Approval	Consideration of DE certification for CHC Faculty: **Step 1?: Jacob Armstrong – Soc** **Step 1?: Jeremiah Bauer – Hist** **Step 1?: Kristin Minter – Kinesology & Health** **Step 1?: Justin Mott – English** **Step 1?: Lisa Salvi – Anthro** **Step 1?: Theresa Herrick – Psych** --- **Step 1?: Ben Gamboa - Econ** **Step 2?: Alycia Granado – Child Development** (will complete this process in the fall) -- **Step 3?: Felix A. Kalinski – BusAd (moved from step 2)**	

Instructors Needing Approval (Assigned to a spring 16 DE course)	**N. Chhuon (Soc 105)** **J. Matley (CIS 140 & 141)**	
Summer ITOL CHC 062	3 sections are scheduled for summer 2016. Current instructors are Denise Allen-Hoyt, Catherine Hendrickson, and Mark McConnell.	Page 2 of 2
Instructor Approval Process	Continued review of current documents and recommendations for the Instructor Approval Process. Google doc for the revision of step 1-3 (online readiness quiz and hands-on skills demonstration). **https://sites.google.com/site/coursedesignrubricoeifinal/**	
OEI quality course standard rubric and CHC DE course design standards	Review and make a recommendation concerning the adoption and use of the OEI quality course standard rubric, course evaluation, approval tools fo CHC DE couse design and approval processes.	
Statements from the public	None.	
Announcements	None.	
Future Agenda items	Distance Education Plan - Implementing objective and annual plan progress Portal Online Education Initiative for the California Community Colleges – MOU and our recommendation for exchange participation Training on new Web management tool. OEI tools in ITOL course and on the CHC DE web portal Support (counseling, financial aide, etc). Support for closed captioning of instructor generated video's	
Adjourn	2:30 PM	