

Crafton Hills College

ETC Meeting Minutes

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

Guests: **Andrews, Brenna; Langenfeld, Liz; McAtee, Robert**

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	1:05 PM	
Agenda Items		
Approval of Minutes	Reviewed minutes of 4/27/16	Kelly moved to approve the minutes. Catherine seconded. Approved by consensus.
Courses needing Approval	New Courses (Phil 107 and Phil 109) Market 100 (on hold at step 6 until Fall 2016) ----- Anthro 102 (prior DE addendum – no hold needed) Anthro 106 (prior DE addendum – no hold needed) Soc 130 (prior DE addendum – no hold needed)	
Starfish & Cranium Café	Overview of features in Starfish retention solutions, including flags, referrals, and kudos. Overview and implementation issues of Cranium Café.	Kelly moved to recommend the adoption of Cranium Café. Catherine seconded. Approved by consensus.
Instuctor Course Review	Consideration of Online Course approval for Ben for summer Econ course only.	Moved Ben to teach a summer Econ course only. Approved by consensus. Ben will complete the approval process in Fall 2016.

Instructors Needing Approval	<p>Consideration of DE certification for CHC Faculty:</p> <p>Step 1?: Jacob Armstrong – Soc</p> <p>Step 1?: Jeremiah Bauer – Hist</p> <p>Step 1?: Kristin Minter – Kinesology & Health</p> <p>Step 1?: Justin Mott – English</p> <p>Step 1?: Lisa Salvi – Anthro</p> <p>Step 1?: Theresa Herrick – Psych</p> <p>-----</p> <p>Step 1?: Ben Gamboa - Econ</p> <p>Step 2?: Alycia Granado – Child Development (will complete this process in the fall)</p> <p>-----</p> <p>Step 3?: Felix A. Kalinski – BusAd (moved from step 2)</p>	<p>Moved the following instructors to step 2:</p> <ul style="list-style-type: none"> • Jacob Armstrong (Soc) • Jeremiah Bauer (Hist) • Theresa Herrick (Psych) • Kristin Minter (Kinesiology) • Justin Mott (Eng) • Lisa Salvi (Anthro) <p>Theresa Herrick needs paperwork from TL for step 2.</p> <p>Felix Kalinski needs a Blackboard shell for step 3.</p>
Instructors Needing Approval (Assigned to a spring 16 DE course)	<p>N. Chhuon (Soc 105)</p> <p>J. Matley (CIS 140 & 141)</p>	
Statements from the public	None.	
Announcements	None.	
Future Agenda items	<p>Distance Education Plan - Implementing objective and annual plan progress Portal</p> <p>Online Education Initiative for the California Community Colleges – MOU and our recommendation for exchange participation</p> <p>Training on new Web management tool.</p> <p>OEI tools in ITOL course and on the CHC DE web portal</p> <p>Support (counseling, financial aide, etc).</p> <p>Support for closed captioning of instructor generated video's</p>	
Adjourn	2:48 pm	