Crafton Hills College

ETC Meeting Minutes

Date: September 14th, 2016
Next Regular Meeting: Sept 28th, 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; *Bailes, Brandi;* Boebinger, Kelly; Brink, T. L.; Cervantez, Jeff; Hendrickson, Catherine; Petrovic, Snezana; Quach, Patricia, Schoenfeld, Racquel; 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		
Approval Froms	1a - Intent to teach 2a – Readiness quiz 2b – Hands on skills 3a – Course content 3b – Course syllabus	
Courses needing Approval	Phil 107 and Phil 109 Market 100	
Instructors Needing Approval (Intent to teach – Step 1)	**Step 1? Rene Urbanovich - Humanities/Eng** **Step 1?: Ben Gamboa - Econ** Ben was approved on 5/11/16 to teach the summer Econ fall is pending completion of the @one course.	
Skills and Knowledge Assessment (Step 2)	**Step 2: Guadalupe Alatorre – (Comm)** **Meeting on 9.8.16 at 11am – completed the Lynda training, signed up for the accessibility course.** **Step 2: Andrew Bridges – Philosophy** **Meeting on 9.8.16 at 12am – completed the Lynda training, signed up for the accessibility course.** **Step 2: John Ragan – History (Has withdrawn application)** **Step 2: N. Chhuon (Soc 105) –** **Meeting on 9.6.16 at 11am (at one certified) Completed.**	

Instuctor Course Review (Step 3)	**Theresa Herrick – Psych**
	Alycia Granado – Child Development
	CD105 Section 71- Child Growth & Development, from SPRING 2016.
	Jacob Armstrong – Soc
	Intro to Sociology 100 70 16FA
	Jeremiah Bauer – Hist
	History of U.S. - 1865 to Prs 101 72 16SP
	Kristin Minter – Kinesology & Health
	C_16SM_HEALTH_102_71_0162: Biological Principls of Health 102 71 16SM
	Justin Mott – English
	ENGL 101 - 72
	Lisa Salvi – Anthro
	Biological Anthropology ANTHRO 106-70
	Felix A. Kalinski – BusAd
	C_DVLP_BUSAD_Kalinski_16SP
Statements from the public	
Announcements	
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
	Minimum qualifications for online teaching
Adjourn	2:24 pm