Crafton Hills College

ETC Meeting Minutes

Date: September 28th, 2016
Next Regular Meeting: Oct 12th, 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; Yau, Margaret**;

Non Voting Members: Reece, Bryan; Lares, Rhiannon,

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order		
Agenda Items		
Approval of Minutes	Reviewed September 14th, 2016 meeting minutes.	Kelly moved to approve the minutes. Snezana seconded. Minutes approved by consenus.
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)	**Rene Urbanovich - Humanities/Eng (no reply)** **Ben Gamboa – Econ (Docs are posted – is signed up for the Accessiblity course) (meeting for step 2 on the 29th)** **Kenneth George (meeting for step 2 on the 29th)** **David Kelsey (setting up a time to meet online)**	Meetings with these candidates are pending.
Skills and Knowledge Assessment (Step 2)	**Jeff Burke (meeting for step 2 on the 29th)**	Will discuss in the next meeting.

Instuctor Course Review (Step 3)	**Theresa Herrick – Psych**	**Theresa Herrick – Psych** Blackboard course is not available for review. On hold.
	She has submitted a course	
	Justin Mott – English	**Justin Mott – English** Approved for online teaching by consensus.
	ENGL 101 - 72	
	Lisa Salvi – Anthro	**Lisa Salvi – Anthro** Approved for online teaching by consensus.
	Biological Anthropology ANTHRO 106-70	
	Felix A. Kalinski – BusAd	**Felix A. Kalinski – BusAd** On hold.
	C_DVLP_BUSAD_Kalinski_16SP	
	N. Chhuon (Soc 105) –	**N. Chhuon - Soc** On hold.
	Sociology 100 - 72 15FA	
	Andrew Bridges – Philosophy **Intro to World Religions 101 71 16FA**	**Andrew Bridges – Philosophy** Approved for online teaching by consensus.
	Guadalupe Alatorre – (Comm)	
	Elements of Public Speaking, Section 70 16S	**Guadalupe Alatorre – Comm** Approved for online teaching by consensus.
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	
	Minimum qualifications for online teaching	
Adjourn	2:25 pm	