Crafton Hills College
ETC Meeting Agenda

Date: October 26th, 2016
Next Regular Meeting: Nov 9th, 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; Blain, Jennifer

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order		
Agenda Items		
Approval of Minutes		
Canvas Rollout	Beta Testers for Spring: Margaret Yau, Denise Allen, Jeff Cervantes, Kelly Bobinger, Gwen DiPonio.	
Approval Froms	**1a - Intent to teach** **2a – Readiness quiz** **2b – Hands on skills** **3a – Course content** **3b – Course syllabus**	
Courses needing Approval	Art 102, BusAd 210, CIS 105, Phil 101, Phil 103, AH 101, Envs 101, Hist 171, Phil 107, Phil 109 And Market 100	

Instructors Needing Approval (Intent to teach – Step 1)	**Ben Gamboa – Econ** (Docs are posted – is signed up for the Accessiblity course – has completed Step2a & b) (will complete Intent to teach once at conclusion of Accessiblity course). **Kenneth George** (Docs are posted – is taking the intro course and is signed up for the Accessiblity course – has completed Step2a doc. - will complete Intent to teach once at conclusion of Accessiblity course) **Jeff Burke** Was informed about all requirements that must be completed to be approved to teach online at CHC. He will work on completing all of the requirements for step 1 certification and will notify ETC once he gets this done. **David Kelsey** (setting up a time to meet online)	
Skills and Knowledge Assessment (Step 2)		
Instuctor Course Review (Step 3)		
Online General Educaton Pattern	Waiting for plan from Mark McConnell	
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	
Adjourn		