

Crafton Hills College

ETC Meeting Minutes

Date: March 8th, 2017
Next Regular Meeting: Mar 22nd, 2017
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**; Schoenfeld, Racquel; **Yau, Margaret**

Non Voting Members: **Bakhit, Kathy**; **Lares, Rhiannon**; Blain, Jennifer

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	1:05 PM	
Agenda Items		
Approval of Feb 22 2017 Minutes	Members reviewed minutes.	Jeff moved to approve the minutes. T.L. seconded. Approved by consensus.
Canvas Rollout UPDATE	Beta Testers for Spring: Margaret Yau, Denise Allen, Jeff Cervantes, Kelly Boebinger, Gwen DiPonio. The availability of Blackboard after Canvas migration was discussed. Having no access to academic records hosted on Blackboard might be an issue.	Denise will request to add the Canvas Migration link on the Faculty section on the Crafton Web site. Canvas migration workshops are planned for April FLEX day. Rhiannon will bring the Blackboard availability issue for discussion at the district level.
Online General Educaton Pattern	Review Table – and 6 AAT/AST degress Degrees for which almost all requirements can be completed fully online were discussed. These include AS-T in Business Administration, AA-T in Sociology, AA-T in Psychology, AA-T in Philosophy, AA-T in History, and AA-T in Economics. The enrollment of online sections was discussed. Waitlist data will be available online to aid the schedule planning process.	Snezana will bring the Art History degree for discussion at the next meeting.
Courses Needing Approval	BusAd 053	The committee will review it at the next meeting.
NetTutor UPDATE (Patty)	Patty and Rhiannon are contacting the NetTutor rep regarding limiting NetTutor access to only online courses.	
Instructors Needing Approval (Intent to teach – Step 1)	None.	

Skills and Knowledge Assessment (Step 2)	Step 2b review - revisions may be needed for Canvas LMS	Denise will request revision recommendations for the hands-on checklist from faculty members participating in the Canvas pilot.
Instructor Course Review (Step 3)	Kenneth George C 17SP MARKET 100 70 1158: Marketing Principles 100 70 17SP	Members reviewed Kenneth George's Blackboard course based on the Syllabus and Course Design checklists. Feedback to the course was recorded and will be provided to Kenneth.
Statements from the Public	None.	
Announcements	None.	
Future Agenda Items	Instructors: Jeff Burke, David Kelsey DE Plan Update 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	2:20 PM	