Crafton Hills College ETC Meeting Minutes	Date: April 12, 2017 Next Regular Meeting: Apr 26, 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	1:15 pm	
Agenda Items		
Approval of March 22 Minutes		Kelly moved to approve the minutes. Snezana seconded. Minutes were approved by consensus.
DE Coordinator	It has been two years and we agreed to follow the same process that we follow for chairs. Position will be advertised and we will follow the same process we followed last time.	
Canvas Rollout UPDATE	Beta Testers for Spring: Margaret Yau, Denise Allen, Jeff Cervantes, Kelly Boebinger, Gwen DiPonio. Access to Blackboard will be available until the end of Fall 2017. Summer Canvas pilot: Kelly Boebinger, T.L. Brink, Jeff Cervantez, Snezana Petrovic	Denise will check with online faculty members regarding summer Canvas pilot. She will also check if there is any limit to the number of sections in the pilot.
Flex Day April 11th	Canvas workshop on April 11th went well.	Denise will recommend another Canvas workshop for FLEX / in-service day for the Fall semester.

Online Degrees	Art History Degree (Snezana)	
Vericite		Kelly motioned to recommend Vericite for adoption. Snezana seconded. Approved by consensus.
Courses Needing Approval	None	
Intent to teach – (Step 1)	None	
Skills and Knowledge Assessment (Step 2)	Reviewed 2b DE LMS Hands-on Skills Checklist. This will be used (if approved) starting with the Fall 2017 term.	
Instructor Course Review (Step 3)	Kenneth George (see part 3 doc comments) C_17SP_MARKET_100_70_1158: Marketing Principles 100 70 17SP	Patricia motioned to approve Kenneth George for online teaching. Margaret seconded. Approved by consensus.
Statements from the Public	None.	
Announcements	None.	
Future Agenda Items	Vericite NetTutor (update after summer) DE Plan Update 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	2:34 pm	