

# Crafton Hills College

**Date: May 10, 2017**

## ETC Meeting Minutes

**Next Meeting: Aug 23, 2017**

**Time: 1:00pm – 2:00pm**

**Location: TBD**

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

### 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		
<b>Agenda Items</b>		
Approval of April 12 Minutes		
Courses Needing Approval	None	
Intent to teach (Step 1)	Brandi Bales (pending) Rene Urbanovich (pending)	
Skills and Knowledge (Step 2)	Ryan Bartlett	
Instructor Course Review (Step 3)		
DE Coordinator	Interview and recommendation	
Statements from the Public		
Announcements		
Adjourn		
Future Agenda Items	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	