

Crafton Hills College

ETC Meeting Minutes

Date: Oct 25, 2017
 Next Meeting: Nov 8, 2017
 Time: 1:00pm – 2:30pm
 Location: CNTL 119

Charge: The Educational Technology Committee (ETC) is authorized by the Academic Senate to develop and recommends policies for CHC Distance Education (DE). The committee makes recommendations for DE pathways, rReviews and makes revision recommendations for 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 DE instructors and courses. The committee reviews the success of the DE program and makes recommendations for professional development to address identified deficiencies. Makes recommendations for the CHC online portal. Develops recommendations related to the continued growth, quality and success of the college's DE program to instructional support services, student services and the curriculum committee Conducts an annual review and make revision recommendations for the CHC Distance Education (DE) plan to ensure compliance with state and national DE standards, regulations, and guidelines.

Members (present in bold):

Allen-Hoyt, Denise; Boebinger, Kelly; Bailes, Brandi; Brink, T. L.; Cervantez, Jeff; Hendrickson, Catherine; Petrovic, Snezana; Schoenfeld, Racquel; Yau, Margaret

Non Voting Members: Bakhit, Kathy; Lares, Rhiannon;

Agenda Items

Item	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	Meeting called to order at 1:15	
Approval of Oct 11 th Minutes		Motion to approved by Kelly, 2 nd by Catherine. Approved by Consensus
Courses Needing Approval	<ul style="list-style-type: none"> • CSCI 110 • CSCI 230 • MARKET 106 • MATH 110 • POLIT 100 • PSYCH 201 	Motion to approve: <ul style="list-style-type: none"> • CSCI 110 • CSCI 230 • MARKET 106 • MATH 110 • POLIT 100 By Kelly the DE courses as listed. 2 nd by Catherine. Approved by consensus.
Instructors Needing Approval (Intent to teach – Step 1)	<ul style="list-style-type: none"> • Jeff Burke (all courses completed) • Cynthia Hamlet 	Jeff C moved to forward Jeff B and Cynthia H to step 2
Skills and Knowledge Assessment (Step 2)	<ul style="list-style-type: none"> • Rodolfo Jr., Jaravata-Hanson (Allied Health/Respiratory Therapy) – intent to teach submitted has also completed all 3 Courses - certs have been forwarded. (on hold till the Nov 8th) • Patrick Bungard, MBA (Communication Studies) – intent to teach submitted has also completed all 3 Courses - certs have been forwarded. (on hold till the Nov 8th) 	Continued until the 8th
Instructor Course Review (Step 3)	Ryan Bartlett (sent follow up email on 10.19.17) Rene Urbanovich (sent follow up email on 10.19.17)	Continued until the 8 th . ETC members will complete the team eval forms

CHC 062	Gateway Online Course for HS partners?	Kelly motioned to include the CHC 062 class on the list of DUAL enrollment courses the High Schools could choose to offer 2 nd by Snezana. Approved by consensus
Online Degree & related pathways	Pathway for GE – shall we develop one? Others?	Raquel is going to put together a draft or two and bring back at the first meeting in Nov
Course Caps	Clarifying the definition for online classes	Supporting the unions positions on this for now. To keep each online course separate and distinct.
115th Community College	In June, Governor Brown directed Chancellor Oakley to develop a proposal for a 115th CCC that is fully online and is "far more accessible and affordable." Subsequently, Chancellor Oakley appointed Vice Chancellor Van Ton-Quinlivan to convene a work group of stakeholders from throughout the CCC system to recommend options the Chancellor may consider to respond to the Governor's directive. Flex Learning Options for Workers (FLOW) - the work group chaired by CCC Vice Chancellor Ton-Quinlivan to develop the recommendation for the 115th California Community College.	Open discussion on this issue. No direction. Will continue to watch what is going on with the 115 th college.
Statements from the Public	None	
Adjourn	2:35	
Future Agenda Items	<ul style="list-style-type: none"> • Anne Atkinson - Health and Nutrition - sent email on 10/8 about the certprocess • Angela Cranon-Charles (PoltSci – awaiting forms and verification of courses completed) • Nathan Girgis – what discipline? • Dewey Heinsma – (completing the Accessibility Course) • Chris Jacinto - mathematics • Robert McAtee – working on requiredcourses • Eva Marie-Bell – working on requiredcourses • Portenstein, Pamela M – has indicated she is working oncourses. • Support for closed captioning of instructor generatedvideo's • DE addendum for Honors Courses • Wording on proctored exams in the DE addendum section 1.B.ii. • Online Education Standards and Practices (OESP) course from @one • Online Course Caps • Soc 130 approval (1st meeting in Nov) 	

