
ETC Meeting Agenda



The Educational Technology Committee (ETC) is authorized by the Academic Senate to develop and recommend policies for CHC Distance Education (DE). The committee makes recommendations for DE pathways, reviews and makes revision and 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)

Boebinger, Kelly; Brink, T.L.; DiBartolo, Cheryl; Grounds, John; Hamlett, Cynthia; Ivy, Krista; McAtee, Robert; Mello, Brandice; Reichert, Nicholas; Schoenfeld, Racquel; Simonson, Kristi; Townsend, Jonathan

Non-Voting Members

Delahanty, Suzanne; Lares, Rhiannon; Spencer, Delmy; Weiss, Kay; Wurtz, Keith; Peterson, Karen, Brandi Bailes

Guests

Agenda Items

Preliminary Business

Item	Recommendation & Discussion	Action
Call Meeting To Order (1 min)	Meeting held via Zoom due to COVID-19 campus closure: https://cccconfer.zoom.us/j/92699852219	
Announcements from the Public (1 min)		

Approval of 9/23/2020 Minutes (3 min)	ETC Minutes 2/10/2021	
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Reports

Item	Report	Action
DE Lead Report (5 min)		
Technology Planning Committee Report (5 min)		
Admin report (10 min)		

New Business

Item	Recommendation & Discussion	Action
CHC Chat Options (10 min)	Melissa Oshman to discuss campus chat options for ETC recommendation	

Ongoing Business

Item	Recommendation & Discussion	Action
Courses in Review Process (5 min)	Courses recently approved and currently under review ETC Curricunet DE Course Evaluators' Guide	

Instructor Verification (5 min)	No instructors in queue CHC Certified Instructors	
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Old Business

Item	Recommendation & Discussion	Action
Updating DE policies/procedures for new federal RSI regulations (15 min)	CHC Regular & Substantive Interaction policy revision draft 2021 Federal RSI regulation changes	
Other documents and policies we are working on (10 min)	Training Equivalency statement Faculty Handbook DE section draft	

Concluding business

Item	Recommendation & Discussion	Action
Future agenda suggestions (5 min)		
Announcements (2 min)		
Good of the Order (3 min)		
Adjourn		