ETC Meeting Agenda

The Educational Technology Committee (ETC) is authorizedby the Academic Senate to develop and recommend policies for CHC Distance Education (DE). The committee makes recommendationsfor DE pathways, reviews and makes revision and recommendations for the Intro to Online Learning course(sICHC 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 programand makes recommendations for professional development to address identified deficiencies. Makes recommendationsfor the CHC online portal. Develops recommendationsrelated 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/98518497825	
Announcements from the Public (1 min)		

Approval of 9/23/2020 Minutes (3 min)	ETC_Minutes 3/10/2021	

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
Fall return to campus (15 min)		
ETC using Teams and Sharepoint (15 min)	Everyone log in to Teams for an early walkthrough	

Ongoing Business

Item	Recommendation & Discussion	Action

Courses in Review Process (5 min)	Courses currently under review and recently approved ETC Curricunet DE Course Evaluators' Guide	
Instructor Verification (5 min)	No instructors in queue CHC Certified Instructors	
Updates to CHC DE Website (10 min)	Project in MS Planner	
DE Faculty Handbook (10 min)	Project in MS Planner	

Old Business

Item	Recommendation & Discussion	Action
No old business		

Concluding business

Item	Recommendation & Discussion	Action
Future agenda suggestions (2 min)		
Announcements (1 min)		
Good of the Order (2 min)		
Adjourn		

Future Business

Item	Recommendation & Discussion	Action