
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; Olivera, Christopher; Reichert, Nicholas; Schoenfeld-Racquel; Simonson, Kristi; Townsend, Jonathan

Non-Voting Members

Delahanty, Suzanne; Lares, Rhiannon; Spencer, Delmy; Weiss, Kay; Wurtz, Keith; Peterson, Karen, Brand Bailey

Guests

Agenda Items

Preliminary Business

Item	Recommendation & Discussion	Action
Call Meeting To Order (1 min)	Meeting held via Zoom: https://cccconfer.zoom.us/j/98518497825	
Announcements from the Public (1 min)		

Approval of 9/23/2020 Minutes (3 min)	ETC Minutes 4/28/2021	
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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
QFE - Fall 2020 DE Course Evaluation Survey (15 min)	Survey results	
Non-CHC training verification equivalency (15 min)	What specific criteria should we consider equivalent to our 50-hour certification course?	

Ongoing Business

Item	Recommendation & Discussion	Action
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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/Verified Instructors	
Faculty Handbook - DE chapter (10 min)	Finalizing Faculty Handbook DE Project in Planner	
Updates to CHC DE Website (5 min)	CHC DE Website Project in Planner - Changes will be made over summer and suggestions for further changes will be requested in Fall 2021 ETC meetings.	

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
HyFlex	Hybrid-Flexible Course Design (an e-book!) HyFlex Course Design Examples (from a Spring Plenary presentation) HyFlex Course Design (UL Lafayette) Hyflex: Gathering Data (info sharing CCC DE Coordinators)	