

ETC Minutes 11/19/08

**Members Present:** TL Brink, Cheryl Marshall, Meridyth McLaren, Sandra Moore, Laurens Thurman

**Members Absent:** Kelly Boebinger, John Gist, Denise Hoyt, Terry Koeper, Mark McConnell, Catherine Pace-Pequeno, Snezana Petrovic, Ted Phillips, Aaron Race, Kiran Razzak

1. Minutes – approved by consensus
2. Review of REL 135 - Franko – need documents in PDF and HTML, break up syllabus into smaller chunks, make references to other documents a link, assignment weeks looks good, needs to address use of discussion board in course – approve with changes.
3. DECC – retain online courses for 2 years. Will need to use another system to archive grades – 2 years not long enough for that.

DECC meets again in January. Laurens will take e-mail comments to the January meeting, since faculty will not be back yet.

Terry Beam, an instructor from Mt Sac is coming in January to discuss online teaching/classes.

Need 3 instructors to try out the iTunes U in the spring – TL, check with Mark and Snezana

4. Need to address issues of course evaluation in Bb without violating contract. Should invite Trelisa to this discussion.
5. Higher Ed Act - student identity checks – signing on to Bb may be enough, will have a clearer idea in the spring.
6. Web Advisor – will be put on another agenda
7. Have invited Sorenson to attend the meeting when we discuss her course
8. DE addendum for telecourses. Need to discuss moving telecourses to a fully online or hybrid format.