Committee on eLearning
A Queensborough Community College Academic Senate Standing Committee
Minutes of Committee meeting held October 15th, 2015, Room L-117

Meeting called to order 3:00PM

In attendance: Kevin Kolack (chair), Hamid Namdar(secretary), Bruce Naples (President's designee), Nidhi Gadura, Barbara Saur, Eileen White, Kwang Kim, Sharon Reeves(CoC designee), William Blick

Not present: Dimitrios Kokkinos, Edward Davis

- Review of October 17th , 2015 minutes -approved
- Bruce Naples report and update on following items

Blackboard:
Recent issues: additional emergency maintenance was implemented to address the recent Bb slow-down; a series of upgrades to hardware and software is now underway; the system is being monitored. Bruce noted that there are discussions about switching from Blackboard or offering an alternative.

Denis Bejar did notify the faculty of these issues; faculty should notify their students via email.

Recent Blackboard integrations: with VoiceThread; SoftChalk; workìng on EduCanon; We are looking into Digication. They are going to have a demonstration with the company. They are also looking into Kaltura video platform for media hosting for CUNY.

There will be a November upgrade during which we expect the student connection to StarFish to be made available.

eLearning Readiness Satisfaction Survey:
Question #1 was modified. As a result, all students must now take the satisfaction survey.

eLearning Institute:
We have established a NEW eLearning Advisory Group (eTEAM): Denis Bejar, Lorena Ellis, Nidhi Gadura, Kathleen Landy, Bruce Naples, Leslie Ward

The eTeam is establishing a new eLearning Institute structure. Objectives will be to have 16 consecutive Fridays for this Institute.

Invitations / applications will be sent out soon

Other Items:
Would like a Committee vote: I have received a proposal that we develop and begin awarding a Digital Badge for completing a PNET course; what about FNET?

Bruce also mentioned that there is a discussion about awarding Badges to WI courses.

The Committee voted on the following issue:
Should we award Digital Badges to students who have taken an online course (PNET or FNET).
The committee vote was: 8-YES   0-NO

In a related meeting the need for displaying earned Digital Badges was discussed, some possibilities mentioned are:
Digication ePortfolios, Social Media platforms-Linkedln, Instagram, Facebook

A CUNY CAT discussion has begun regarding the development of campus-wide online course protocols, instruments, and processes. Some of the issues are:
-Approval to teach an online course (PNET and FNET)
-Measuring the quality of online courses - new and existing
-Peer Review
-Teacher presence
-Student Course Evaluation
-Contract Issues
-Different issues for FNET & PNET

There may be guidelines from CUNY for eLearning and also Dr. Marchese and QCC chairs are talking about creating a committee to come up with a guide lines for eLearning courses.

The new (SP16) Blackboard default course template has been submitted to CUNY-
Changes: the SoftChalk and VoiceThread tools will now be available by default.
Spring 2O16 Blackboard courses will be created during the second week of November
Next Brown Bag - topic (Group Work) and date (November 11 or 25, 12-1)?
eLearning Luncheon - Wednesday, November 18th 12:30-3PM, Oakland

- Discuss Senate charges to committee

  The committee chair Kevin Kolack discussed the specific charges from Steering Committee for Committee on eLearning (see attached).

  Committee also discussed the ongoing charges for eLearning Committee.

  The committee debated the merger with Committee on Computer Resources. We review the charges of CCR (see below) and majority of eLearning Committee were opposed to merging of the two committees.

The Committee on Computer Resources shall:

  1. Report to the Academic Senate on the developments, problems and policies related to all computer resources and computer related activities at the College (i.e. registration, faculty research, library, use of local and remote computers, educational uses, etc.)
  2. Make recommendations to the Academic Senate on matters involving the present and future utilization of these resources and related policies.
  3. Survey and inform the College community about utilization and new developments related to computer technology at the College (i.e. committee newsletter, web site, etc.).
  4. Act as a general advisory group on computer resources, training, academic web site and general educational use of technology.
  5. Provide liaison members to committees concerned with computer and information technology.

- Other items discussed
  -Discuss collaboration with Committee on Academic Development/Elective Academic Programs, per email from Chair Tirandai Hemraj-Benny (attached).

-Need to assign members to the subcommittees in the next meeting

I. **Improve the E-learning Readiness Program** (i.e., replace text via media, engage students & professors, coordinate with the video recording studio, assess videos)	Kevin Kolack & Eileen White ?
II. **Marketing of online courses** (i.e., design and implement a marketing campaign at QCC for higher recognition of online courses)	Nidhi Gadura & ?
III. **Brown bag lunches for online faculty** (i.e., coordinate, promote, and run informal but informative meetings for QCC faculty who are interested in online education)	Barbara Saur & Ed Davis ?
IV. **ELearning institute Webpage** (i.e., update the E-learning Institute webpage, work closely with Denis Bejar)	Kwang Hyun Kim ?
V. **Embed health videos on the E-learning Website** (i.e., select links and recommend fitness program to enhance e-Learning, coordinate the effort with the Health Department, update the website, promote healthy learning online)	Hamid Namdar
VI. ? VII. ?	?

Next eLearning committee meeting will be at Bruce's office on and around November 12-2015
Meeting ended at 4:10PM
Submitted by: Hamid Namdar