

Committee on eLearning
A Queensborough Community College Academic Senate Standing Committee
Minutes of Committee meeting held February 19th, 2015, Room H345

Meeting called to order 3:08PM

In attendance: Denis Bejar (ACC), Jodie Childers, Edward Davis, Nidhi Gadura, Julita Haber (chair), Kwang Kim, Kevin Kolack (secretary), Bruce Naples (President's designee), Barbara Saur, Eileen White

Not present: Dona Boccio (CoC designee) (jury duty), James Cutrone (leaving QCC)

- Review of December 11th, 2014 minutes – approved with no changes
- Kevin will contact Dona about getting a replacement for Jimmy to join the Committee
- Bruce Naples notified the Committee in advance that he would be late (concurrent meeting), so Denis began his report
 - Blackboard update
 - First workshop yesterday (13 attendees)
 - SafeAssign has been integrated; there is a “student preview” button
 - There is a file repository from which you can link- it is no longer necessary to publish files in a specific class
 - More workshops upcoming (including one online)- topics include grade center, etc.
 - There is an ACC staff person on the CUNY Accessibility Committee; best practices for online classes had their first meeting 2 days ago
 - May present at the CUNY Accessibility Conference
 - Bruce noted that the eLearning Initiative Cohort VIII applications had been sent out by VP Paul Marchese
 - Reminded us that anyone who has been through the Institute in the past is always welcome to attend session(s) they see of interest or want a refresher on
 - Since some people may want to attend only some sessions, having that info available will be good (see updating the web site (IV) below)
 - Surveys will be sent out soon regarding assessing the eLearning Institute itself (though some assessment is already done as part of the Institute itself) as well as

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implementation of online classes

- VP Karen Steele and the Gen. Ed. Assessment Committee are interested in this data
- Also, want to assess Student Learning Outcomes- not to be published- for QCC use only
- Compare to national standards and maybe to folks teaching online but who didn't go through the Institute (though the n here is very small)
- Thinking of adding concurrent sessions to the Institute to perhaps lessen the volume of information presented and/or allow attendees to customize their experience
 - Based on Institute assessment results
 - Might allow for more hands-on work and more specialization
 - Danger is that attendee might not be exposed to something valuable about which they are unaware
- Voice Thread should be integrated into Bb by June
- LB16 will have part made into a "1-Button Studio" (not our idea- a few other schools have done this; though we are at the forefront of what will likely be a huge number)
 - Julita suggested those with "shyness" have workshops to overcome
 - Bruce said that there are "some new tricks coming" to the Institute
 - The Committee will have a field trip to the Studio at its May meeting
- Reports of progress from the five subcommittees

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
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- Nothing to report
- Will present a draft of text changes at the next meeting

II. Marketing of online courses (i.e., design and implement a marketing campaign at QCC for higher recognition of online courses)	Nidhi Gadura & Jodie Childers
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- Flyer held per Ann Tulio's advice

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- Department Chairs have to report correct designation to Ann
- Multitude of dropdown menu choices on CUNYFirst is confusing, even to us- e.g., how does “hybrid” differ from “partly online”?
 - o There was some discussion regarding who this flyer is targeted to: department chairs, Academy advisors, students? This one is for Academy advisors.
 - o WE will lump them together to reflect traditional QCC use and rework the flyer
 - Department chairs will be encouraged to limit the number of designators used (e.g., we will not use “hybrid”)
- Flyer can be added to ST100 and the Freshman Orientation packet

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
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- First one was tentatively scheduled for next week (2/25/15), but that was decided to be too soon
- Flyer, if printed, has to be approved by Marketing- may only email to avoid
- College calendar (online) must be consulted before choosing a date
- LB24 and L117 can be available (check with Bruce)
- New plan is for March 18th in L117, from noon to 2PM (Bruce cleared room schedule)

IV. ELearning institute Webpage (i.e., update the E-learning Institute webpage, work closely with Denis Bejar)	Kwang Hyun Kim
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- Keeping it simple using current style/template (copied Faculty & Staff template)
 - o Marketing should not have to approve since template already approved
- Dummy data will be inserted soon
- Files in Kwang’s directory- can be copied to the Institute’s folder when he is given file permissions
- Committee agreed it looks great!

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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)	Julita Haber
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- Research articles presented by Julita
 - o Most online readers do not scroll at all
 - o Most readers get the bulk of their information from pictures/video over text, which has ADA implications
 - o Most readers skim instead of deep reading
 - o This has implications across all of our online courses
 - Health videos may help enhance reading
 - Best practices in online education suggest taking breaks- perfect for short exercise video
 - Bruce discussed an MIT study where video outlines were crowdsourced enabling students to more easily locate portions of long videos they needed/wanted to review
 - o <http://campustechnology.com/articles/2015/02/12/research-outlines-improve-learning-from-videos.aspx>
 - Bruce also mentioned Educannon, which lets you insert pauses (for quizzes, exercises, etc.) into a recording
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- The meeting ended at 4:11PM.

 - Next meeting is scheduled for Thursday, March 12th, 2015 , 3PM- room TBA