

Committee on eLearning
A Queensborough Community College Academic Senate Standing Committee
Minutes of Committee meeting held May 10th, 2018, Room S-420

Meeting called to order at 3:10 P.M.

In Attendance: Denis Bejar (OET), Joseph Goldenberg (2018), Jeff Hall (2018), , Kevin Kolack (2019), Meg Tarafdar (2019), Peter Novick (2020), Eugene Desepoli (2021) & Eileen White (2019).

Not present: Zeynep Akcay (2020- maternity leave), Dimitrios Kokkinos (2018), Nina Sarkar (2020), Lakersha Smith (2021), Kathleen Landy (President's designee), TBA (CoC designee), Anjalie Gaba & Stephanie Morales (student representatives).

- Minutes of April 12th, 2018 – approved
- ACC/CETL update and announcements (Denis Bejar):
 - ✓ Kevin Kolack, Umberto Derista and the OET staff recently presented online learning tools at Hostos Community College; Kevin also presented at Queens College
 - ✓ June 4th begins the e-Learning Institute with 2 online sessions – incorporates a new pilot design. The workshop will be from June 4-7th and 11-14th from 10:00am-3:00pm.

Old business

- Subcommittee reports/plans/changes/additions:

Marketing of online courses (Meg Tarafdar & Eileen White)

(Committee newsletter; design and implement a marketing campaign at QCC for higher recognition of online courses)

- ✓ The newsletter has been published and is listed in the senate minutes. Meg was unclear on how we can have it posted, and Kevin said he would talk to Dave Moretti.
- ✓ Meg also indicated that it has been very difficult to get a meeting with our school's academic advisors. She has left numerous messages and provided them with materials, but will stop in the advisors office to see how we as a committee can help with Summer advisement.

Brown bag lunches for online faculty (Nina)

- (coordinate, promote, and run informal but informative meetings for QCC faculty who are interested in online education)
 - ✓ Postponed until the Fall due to the snow day causing a change in the academic calendar. We will chose a date over the Summer.

Policies and Standards for eLearning at QCC (Kevin Kolack, Kathleen Landy, Denis Bejar, Peter Novick)

- (work with CETL/OET to devise standards/policies for eLearning at QCC to be formally adopted by the Senate)

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- ✓ Last meeting was cancelled, but Kevin will keep those involved informed on the next meeting.

- New business
 - ✓ Officers were elected for the 2018-2019 academic year. Kevin Kolack was elected chair and Peter Novick as secretary by unanimous vote.

- Next meeting is TBA. It will be on a Thursday in September during the week of the first Senate meeting.

- **Meeting was adjourned at 3:30 pm.**