

Committee on eLearning
A Queensborough Community College Academic Senate Standing Committee
Minutes of Committee meeting held February 18th, 2016, Room L-117

Meeting called to order 3:00PM

In attendance: Dona Boccio (CoC designee), Nidhi Gadura, Aviva Geismar, Kwang Kim, Dimitrios Kokkinos, Kevin Kolack (chair), Bruce Naples (President's designee), Sharon Reeves, Barbara, Saur, Yaguang Wei (student representative), Eileen White

Not present: Caf Dowlah, (Steering Committee designee), Hamid Namdar (secretary-hopes to have his scheduling conflict resolved by the March meeting).

Minutes kindly taken by Barbara Saur

The meeting opened welcoming Aviva Geismar and student representative Yaguang Wei.

Review of December 10, 2015 minutes –motion to approve by Eileen White; seconded by Nidhi Gadura; all in favor.

Bruce Naples' report and update on the following items:

Blackboard:

- The December upgrade went very smoothly.
- Third-party tools such as VoiceThread, SoftChalk, EduCanon (PlayPosit) and Starfish have been integrated via Bb building block or LTI into blackboard. Digitation is expected to be activated during next cycle. CUNY has purchased a license for Turnitin, a plagiarism detection program. It is currently being tested in the Blackboard Staging Environment.

- Bruce is a member of the Alternative LMS Sub-Committee of CUNY-CAT. This is a committee that is exploring alternatives to Blackboard. Currently the committee has tested Blackboard Coursites and is scheduled to test Canvas and Adobe Connect to compare them to Blackboard. As a testing methodology the ACC eLearning Team plans to select a few alternative LMS candidates and build identical courses within each environment and critique the process. Bruce extended an invitation to members of the eLearning committee to participate and requested those who are interested to email him.

Other Blackboard items:

- The default display order for discussion forum entries has been set to "List" rather than "Tree" view. Currently user needs to click Tree view manually.
- Whenever creating VoiceThread Assignment leave the text area below the assignment empty because the students will see Error when they click on it.

Committee on eLearning
A Queensborough Community College Academic Senate Standing Committee
Minutes of Committee meeting held February 18th, 2016, Room L-117

The recommendation for these Blackboard bugs is to have Denis Bejar send an email message to all faculty blackboard users informing the faculty of these glitches.

eLearning Institute:

- Cohort IX began January 29, 2016. There are 12 participants, they will meet on Fridays from 10AM-2PM throughout the spring 2016 semester.

Subcommittee reports/plans/changes/additions:

- **I. eLearning Readiness Program**

- Kevin & Kwang visited Hostos CC to compare their eLearning readiness to QCC's. This visit prompted a discussion for a CIRG proposal to apply for a grant to help facilitate the potential for CUNY collaboration throughout all of CUNY. Kevin and Hostos will work together to promote this plan

- **II. Marketing of online courses**

- Nidhi & Eileen have scheduled a meeting with STEM & the Health Academies for March 8, 2016 to educate the student advisors about PNET, FNET and Web Enhanced courses offered at QCC. Much confusion regarding these terms exists. They have developed educational fliers to hand out at this time.

- It was also suggested to request to hand out fliers at the Chairperson's P&B meeting to further educate all department chairs describing the terms PNET, FNET, Web enhanced so they better understand the meaning of the different types of courses offered. This would improve the results of the data reported by the chairs and help reflect more accurately in the course descriptions for the students.

- Kevin is working on acquiring an updated list of faculty teaching online from Beth Gordon in order to communicate via email with faculty teaching online and web enhanced courses. Currently such a list does not exist.

- **III. Brown bag lunches for online faculty**

- Next brown bag lunch is scheduled for April 13, 2016. Topic to be determined by next meeting.

Committee on eLearning
A Queensborough Community College Academic Senate Standing Committee
Minutes of Committee meeting held February 18th, 2016, Room L-117

- **IV. Embed health videos on the E-learning Website**

- Kevin has gotten an email from the Library committee inviting the eLearning committee to collaborate with them on the topic of online courses and exercise. This is a topic that has been discussed by eLearning committee as well. The meeting is March 9. Aviva has offered to work on this sub-committee but cannot attend the meeting due to a conference with her students. Kevin will attend and report back to Aviva.

- **In general, collaborations with other committees?**

- Committee on Academic Development/ Elective Academic Programs was charged with: "Continue committee initiative of working with CETL to promote events, perhaps in concert with the Committee on eLearning and Computer Resources, **that support the use of instructional technology: presentations**, perhaps, from faculty using technology in various ways, in various disciplines?" The eLearning committee presents on the use of technology via the 20-minute mentor webinars during brownbag lunch. Barbara will reach out to see how the two committees can work together. Bruce requested the ACC be included in this collaboration as they already do workshops to teach faculty to use technology.

- **V. Update committee guide**

Kevin informed the committee that in updating the Committee web page, a Guide from 5/07 was discovered (shortly after the Subcommittee on Distance Education split from the Committee on Computer Resources) which needs updating.

Plan:

- to update the sections quoting the bylaws and content to be current
- Potentially serve as a template for other committees by digitalizing our guide using SoftChalk and/or VoiceThread.

Next meeting is March 10, 2016, 3PM, L-117

Meeting ended 4:00PM

Submitted by: Barbara Saur