Committee on eLearning
A Queensborough Community College Academic Senate Standing Committee
Agenda for Committee meeting to be held 3PM, November 15th, 2018, Room L-313

Committee Members: Zeynep Akcay (2020), Carlene Byfield (2019), Gene Desepoli (2021), Joseph Goldenberg (2021), Kevin Kolack (2019), Susan Lago (Steering Committee designee), Kathleen Landy (President's designee), Peter Novick (2020), Alex Roberts (student rep), Nina Sarkar (2020), Mariam Afia Sawiba (student rep), Kersha Smith (2021), Meg Tarafdar (2019), Liisa Yonker (CoC designee)

AGENDA

- Welcome Liisa Yonker (CoC), and Mariam Afia Sawiba & Alex Roberts (student reps)

- Review of October 11th, 2018 minutes

- ACC/CETL update and announcements

- Old business

  ✓ Review October Tech Fee Committee meeting (Susan)

- Subcommittee reports/plans/changes/additions:

Marketing of online courses (Meg Tarafdar & Gene Desepoli)
- (committee newsletter; design and implement a marketing campaign at QCC for higher recognition of online courses)
  ✓ Submit newsletter topics to Meg (no distribution lists in Office 365, help with Office 365 in LB24, PNET/FNET definitions, Guidelines coming, Tech Fee suggestions, upcoming OET seminars, etc.)

Professional Development lunch seminars for online faculty (??? & ???)
- (coordinate, promote, and run informal but informative meetings for QCC faculty who are interested in online education)
  ✓ Review Oct 31st, 2018 seminar

Guidelines and Standards for eLearning at QCC (Denis Bejar, Kevin Kolack, Kathleen Landy, Peter Novick, Nina Sarkar)
- (work with CETL/OET to devise standards/policies for eLearning at QCC to be formally adopted by the Senate)
  ✓ Bylaws changes voted on at the 11/13/18 Senate meeting
  ✓ Document nearing completion – would like a Committee vote at the next meeting

- New business

  ✓ Review Committee charges

  ✓ Survey of online faculty

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- ✓ Zeynep Akcay will attend the Tech Fee Committee meeting on 11/27/18 meeting.

  What do we want/need from this fee?

- Next meeting December 6th, 2018, L-313 – NOTE WEEK EARLY DUE TO FINALS