QCC COMMITTEE on eLEARNING
An Academic Senate Standing Committee
Minutes of the Meeting of December 12, 2013, in M-362 at 2:47pm

Meeting Attendees:
Barbara Blake-Campbell (chair), Cheryl Meddles-Torres (secretary), Jean Amaral and Julita Haber, Bruce Naples, Caf Dowlah, Edward Davis. (Susana Alaiz-Losada- excused due to illness)

- **Review of Minutes/Approval**
  o 11/14/13 minutes

- **E-Learning Readiness ST-100**
  - **Jean Amaral:** spoke with Jennifer Klein- (corrected from previous minutes- not Dean Jean Pierre)
  - Meeting with Dr. Wilma Fletcher-Anthony
    o Due to Academic freedom-
        Not all counselors guide/direct their students go through the eLearning Readiness Self Assessment.
        ▪ ST-100 remains as 10 classes/5weeks PNET9 with 50% face-to-face. No new changes- at this time - possibly make into a 7-week course.

- **Advisement for ST-100 E-learning readiness program**
  o **Barbara Blake-Campbell and Susana Alaiz-Losada**
    ▪ Met with Robert Park from Advisement
    ▪ Possible solutions recommendations-
        • Students to take E-learning during advisement to decide if they are interested in PNET/FNET courses
        Committee members discussed possibility of distributing book Marks with concise information explaining PNET/FNET

REVIEW OF ON-LINE LANDING PAGE
  • Committee critiqued the On-line learning Landing page concerning PNET/FNET courses. Noted areas of redundancy.
  • Once landing page is revised then Steven DiDio can use contents for Electronic Signage.

- **DECISION ON LANDING PAGE REVISION:**
  o Clearer description of PNET/FNET courses.
  o Make explanation of PNET/FNET courses more prominent by inserting at the

top of the listing of on-line courses.
- o Modify Special section designation
- o **Bruce Naples** to discuss revisions with Webmaster, Dave Moretti.

Other SUGGESTIONS to alert students of the importance of ELearning Readiness:
Contact Registrar's Office to send out automated email to students regarding PNET/FNET courses and recommend that they should take E-learning readiness. [Barbara Blake-Campbell will make Contact]

- **REVIEW of Module #1 of ELearning Readiness – IN progress**

    PLAN: Simplify content

- **Bruce Naples- President's Designee Report**
    - o Blackboard 9.1 enhanced
    - o New tools
    - o Faculty workshops
    - o E-learning institute cohort to be announced during new faculty

Next meeting scheduled for o 2/13/14 at 2:45 pm in room M-362
Meeting Adjourned at 3:57 PM

Minutes respectfully submitted by
Cheryl Meddles- Torres