

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

Meeting called to order 3:07PM

(Meeting date changed in advance to accommodate everyone)

In attendance: 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), James Cutrone (leaving QCC; the CoC is not replacing him on the committee now as he has not formally resigned, and it is nearly the end of the year)

- Review of February 19th, 2015 minutes – approved with no changes
- Bruce Naples made comments on his report (simply pasted below- my notes are in red)
 - VoiceThread now working in Bb – workshops will be offered soon
 - currently must activate in each course; has been activated in Grade Center
 - Update on BrownBag Lunch (9, 3 from committee) – will send out a reminder next week – we have a conflict with the HIP showcase
 - Update on eL Institute applications (11)
 - want 4-5 more; committee asked to encourage colleagues
 - Update on the One-Button-Studio – No progress due to construction delays
 - goal is to build up web-enhanced (not fully online) courses
 - CUNY Advance Proposal (below)using the Studio written per the Chancellor's support for tech in teaching
 - CUNY Advance application – waiting for QCC approval
 - deadline is 3/23
 - eL Readiness Satisfaction Survey – we forgot to send it out (maybe)
 - certificates of completion did go out (indicating that the survey was completed), but there is no survey data; Bruce is rechecking
 - Each semester we should remind all online teachers to ask their students to take the eL Readiness Program which automatically includes the survey and transmission of their certificate to the teacher
 - A Fully Online Blackboard workshop was conducted by Denis Bejar last Friday. Six faculty members participated.
 - A new ePortfolio Support website was launched last week
<http://www.qcc.cuny.edu/facultysupport/Digication/index.html>
 - Epsilen is no longer in use
 - The Digication rollout has some LMS components; can do Assignments
 - Has LaTeX support built in (see below)

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- A New Digication Math Module was just added to the Digication environment – supports proper rendering of mathematical formulas using ASCIIMath, LaTeX and nnnnn notation in ePortfolios
- There are more than 3,000 people using Digication; 440 student ePortfolios; 90 Faculty ePortfolios; 166 Courses using Digication (for assignments and assessments, which it is very useful for)
- Denis is gathering sample lessons for a new Softchalk Support Site.
- Denis will contact and work with Kwang on the “eLearning Site” especially to provide content
- ACC Support staff is currently learning more about Online Content **Accessibility** through research and webinars
 - We are piloting REV and **WordSmith (?) which provide reliable transcripts from video which can be used for closed captioning; the data is crowdsourced, not automated for reliability**
- The Office of **Institutional** Assessment is developing a survey that will go out to all previous eL Institute participants – please encourage your eL colleagues to respond
 - **There is a push for web-enhanced face-to-face courses (see above), as opposed to online, which is the purpose of the One Button Studio**

- 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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- Showed printed mockups and live web versions of Modules 1, 2 and 4
- Work remains in progress

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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- Jodie is working on contacts to disseminate info to
- Nidhi’s flyer looks great (attached)- picture may change with Registrar input

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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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- Postcard template nixed for the future for readability and link inclusion issues
- Committee was urged to attend and bring colleagues
- Sample agenda Bruce developed was distributed (not attached) along with handout materials from the 20-Minute Mentor Commons (not attached)
- Participants will complete a survey before they leave
 - o Barbara had some suggested questions she will forward to Bruce
- Ready for first one on 4/1
- Bruce will send out 2 more reminders
- Barbara will contact the message dept to ask for a prize to raffle off

IV. ELearning institute Webpage (i.e., update the E-learning Institute webpage, work closely with Denis Bejar)	Kwang Hyun Kim
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- Demo sent in advance of the meeting and displayed at the meeting
- Only missing Denis' content (text, photos, etc.)

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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- Julita provided 2 handouts (not attached) on Fitness Integrated Learning (her term)
 - Content is gathered- now need a place to put it!
 - o Bruce suggested simply developing the page(s) and then they could be linked to from anywhere on the QCC site
- Julita asked everyone to think of a few sentences for an end-of-the-year summary for their subcommittee, including plans for the future.
 - Kevin asked everyone to email him any handouts from the meeting for inclusion in the

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minutes

- The meeting ended at 4:20PM.

- Next meeting is scheduled for Thursday, April 16th, 2015 , 3PM- room TBA, and the final meeting of the semester is a planned One Button Studio tour and meeting on May 14th

Submitted by: Kevin Kolack

Attn: Academy Advisors & QCC students

Do you know what PNET, FNET, etc. mean?

When you register on CUNYfirst, please pay attention to course designations:

Mode of Instruction Definitions:

Fully online (FNET)– 100% of scheduled class meetings are replaced with online activities or virtual meetings. All class work, including exams, is online.

Partially online (PNET) – 30 - 80% of scheduled classes meetings are replaced with online activities or virtual meetings. Also known as Blended or Hybrid.

Web-enhanced – No scheduled class meetings are replaced, but some of the course content and assignments, as well as required or optional activities, are online.



CUNYfirst
Search for Classes

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Institution: Queensborough CC
Term: 2015 Spring Term

Select at least 2 search criteria. Click Search to view your search results.

Class Search

Subject: [dropdown]
Course Number: [dropdown] [text]
Course Career: Undergraduate
Course Attribute: [dropdown]
Course Attribute Value: [dropdown]
Requirement Designation: [dropdown]
 Show Open Classes Only

Additional Search Criteria

Section: [dropdown]
Mode of Instruction: [dropdown] (highlighted with red arrow)
Meeting Start Time: greater than or equal to [text]
Meeting End Time: less than or equal to [text]
Days of Week: include only these days [dropdown]
 Mon Tue Wed Thurs Fri Sat Sun

Class #/R: [text]
Course Keyword: [text]
Minimum Units: greater than or equal to [text]
Maximum Units: less than or equal to [text]
Course Component: [dropdown]
Campus: [dropdown]
Location: [dropdown]
Instructor Last Name: begins with [text]

Mode of Instruction - Choices
Fully on-line
Hybrid
In Person
Online
Partially on-line
Web-Enhanced

CLEAR SEARCH

- Nearly 30% of our students don't realize they are registered for an online class.
- Students need to check their Tigermail and Blackboard frequently!
- A partially or fully online course does not mean less work!
- Students must watch out for assignments or due dates online!

Please contact the course instructor for further information