

**Queensborough Community College, CUNY
Academic Senate Committee on the Bylaws**

To: Jannette Urciuoli, Secretary, Academic Senate Steering Committee
From: Ben Murolo, Chair, Bylaws Committee
Date: October 31, 2018
Subject: eLearning Resolution

This resolution, drafted and approved by the Committee on eLearning chaired by Kevin Kolack, was approved by the Committee on the Bylaws at its October 17, 2018 meeting. We now send it forward for approval by the Academic Senate at the November 13, 2018 meeting.

**Resolution for the Amendment of Article VII,
Section 20 of the Bylaws of the Academic Senate**

Whereas, Queensborough Community College is dedicated to academic excellence and rigor and to providing an affordable, high-quality education to pre-college, college, and lifelong learners, and

whereas, Queensborough Community College offers classes via traditional face-to-face as well as online modalities, and

whereas the Academic Senate Committee on eLearning is charged with serving as an advisory body for all matters related to eLearning at the College, and

whereas the College lacks a formal set of guidelines concerning online delivery of instructional materials and assessment thereof, and

whereas the current Bylaws of the Academic Senate do not specifically charge the Committee with development of such a document,

the Committee on eLearning has unanimously voted following its September 13th, 2018 meeting to recommend amending the Bylaws as follows:

From (existing):

Section 20. The Committee on eLearning

The Committee on eLearning shall consist of nine (9) faculty members and two (2) students. All faculty and students should be familiar with online instruction. Faculty shall come from different departments so as to be representative of the wide range of disciplines and degree programs at the college.

The Committee on eLearning shall:

- a. Report and make recommendations to the Academic Senate on all matters related to*

eLearning, in particular concerning policies and procedures related to the development of, support for, and offering of fully online, partially online, hybrid and web-enhanced programs, degrees and classes;

- b. Work on the assessment process and criteria related to the eLearning program of the College and report findings to the Academic Senate;*
- c. Serve as an advisory body for all matters related to eLearning.*

To (proposed):

Section 20. The Committee on eLearning

The Committee on eLearning shall consist of nine (9) faculty members and two (2) students. All faculty and students should be familiar with online instruction. Faculty shall come from different departments so as to be representative of the wide range of disciplines and degree programs at the college.

The Committee on eLearning shall:

- a. Report and make recommendations to the Academic Senate on all matters related to eLearning, in particular concerning policies and procedures related to the development of, support for, and offering of fully online, partially online, hybrid and web-enhanced programs, degrees and classes;*
- b. Develop and disseminate guidelines, standards, and best practices in online instruction to the College;*
- c. Serve as the faculty advisory body for the College's program for certifying faculty for instruction in online modalities, as developed in conjunction with the Committee;*
- d. Provide standards for assessment of the quality of online course instructional designs, reviewing and revising these standards as needed;*
- e. Work on the assessment process and criteria related to the eLearning program of the College and report findings to the Academic Senate; and*
- f. Serve as an advisory body for all matters related to eLearning.*

Rationale: Academic freedom guarantees that the design and delivery instructional material lies with individual faculty members. The scheduling of online course sections, be they traditional, hybrid, fully online, or any variant, resides with the academic departments. So too does the observation of instruction lie with the academic departments. There is a need for resources for the academic departments to use as they determine who is qualified or prepared to teach in the online modalities of instruction and to determine the quality of such instruction. The members of the Academic Senate eLearning Committee are in the process of developing such resources in cooperation with the Center for Excellence in Teaching and Learning and the Office of Educational Technology.