Committee on eLearning
A Queensborough Community College Academic Senate Standing Committee
Agenda for Committee meeting to be held 3PM, December 6th, 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

- Review of November 15th, 2018 minutes

- OET/CETL update and announcements

- Old business

    ✓ Review November 27th Tech Fee Committee meeting (Zeynep Akcay)

    ✓ Finalize survey of online faculty

- 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)
    ✓ Finalize 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 (Nina Sarkar)
- (coordinate, promote, and run informal but informative meetings for QCC faculty who are interested in online education)
    ✓ Plan for Spring 2019 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)
    ✓ Vote on Guidelines

- New business

- Next meeting February 21st, 2019, L-313