

QCC DISTANCE EDUCATION COMMITTEE

An Academic Senate Standing Committee

Minutes

Meeting of May 8, 2007 in M127 at 11:00AM

Attending: Jean Darcy, Lorena Ellis, Lisa Mertz, Bruce Naples, and Patrick Wallach.

Absentees: Stanley Garfunkel, Samita Ghoshal

1. The minutes of the April 17 (2007) meeting, were accepted with revisions.

2. Chairperson's Report

Prof. Wallach welcomed the new members Lisa Mertz and Samita Ghoshal, and thanked the departing members, Stan Garfunkel and Daqing Gao.

3. Discussion at the meeting

The QCC Strategic Plan 2007-2008 mentions in item 4. "*Reviewing the recommendations of the Committee on Distance Education regarding the use and assessment on online instruction, consider implementation of said recommendations.*" Consequently, Bruce Naples suggested considering rubrics to develop and evaluate online courses. The assessment should be done in three levels: student learning, course quality, and instructor interaction. It was noted that the 2006-2007 Committee Recommendations previously forwarded to appropriate constituencies, properly addressed instructor assessment (evaluation) given the current state of distance education at Queensborough.

The registration process was discussed. It was agreed that the 2006-2007 Committee Recommendations previously forwarded to the Registrar properly presented the Committee's concerns. Also mentioned was the fact that the entire registration process will be impacted by the implementation of the CUNY-wide Enterprise Resource Planning (ERP) project. It was suggested that the committee remain vigilant during ERP project implementation regarding the distance education course registration process.

Patrick Wallach was elected chair and Lorena Ellis was elected secretary of the Distance Education Committee for 2007-2008. Both votes were unanimous.

4. New business: No new business was discussed.

5. Next meeting: The next scheduled meeting of the Distance Education Committee will be on 9/11/07, at 11:00AM in M-127.

6. The meeting was adjourned at 11:55 AM

Respectfully submitted,

Lorena B. Ellis

Secretary of the Distance Education Committee