Queensborough Community College
Academic Senate
Memorandum
Monthly Report: Distance Education Committee

Date: January 26, 2009
From: Edward Volchok, Chair, Committee on Distance Education and members of the
Distance Education Committee: Anthony Angulo, Francis Cotty, Helene Dunkelblau, Lorena Ellis, Bruce
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To: Steering Committee of the Academic Senate, Queensborough Community College: Emily Tai, Devin
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Proposal for New Distance Education Sub-Committee
for the Development of Online Programs

The Distance Education Committee hereby submits the following proposal to the Steering Committee of
the Academic Senate. Our proposal calls for the creation of a new sub-committee of the Distance
Education Committee. The purpose of this sub-committee is to develop recommendations for fully or
partly online certificate and degree programs. This sub-committee will be established for a two-year
period. Its purposes are detailed below.

Background
While the college presently offers a limited selection of fully online and partly online courses, it does not
offer any certificate or degree programs that students can taken completely or mostly online. As part of
the Middle States Self-Study process, there is a growing recognition that if the college's efforts for online
education are to succeed, it should address the question of offering certificate or degree programs that
could be delivered completely or mostly online.

What the New Sub-Committee Will Do
The sub-committee will develop recommendations for the Academic Senate to consider in three areas:
1) Identification of fully or partly online programs that the college could offer within 24 to 36
   months. To meet this time constraint, these certificate and degree programs would probably
   be based on programs currently offered by the college.
2) Identification of "new-to-the-college" programs that could be offered online on a three-to-
   five year horizon.
3) The requirements of fully or partly online programs in terms of:
   • Infrastructure
   • Student support
   • Faculty support and development
   • Promotion (The marketing of the new programs to potential students. Ideally these
     programs will draw new students to our college.)

Rationale
1. **Adding online programs rather than random online courses is the best approach for
   implementing an online education initiative.**
   As part of its research, members of the Distance Education Committee have spoken to university
   administrators who have developed highly successful online programs. These administrators suggest

that starting with one-to-three programs that students can complete fully or mostly online will draw new students to the college while avoiding the cannibalization of on-campus courses. This suggestion is based on how they built an award- winning online education effort. Furthermore, they caution that adding a few random courses to the college's online offerings would not draw a significant number of new students to the college.

2. **To succeed, the sub-committee will need to gather ideas from faculty across the college.**
   Fully or mostly online certificate and degree programs will require online analogs of core courses. It is critical, therefore, that this sub-committee have broad representation from all academic departments as well as key support departments like Academic Computing and Students with Disabilities. And, while online programs may alleviate the demands for on-campus facilities and services, they will create increased demands for the Internet servers and for other student services that may need to be delivered online.

3. **Online programs offer the college a way to increase its offerings to our community and potential students without putting further demands on our over-burdened on-campus facilities.**
   Online certificate and degree programs may represent a cost-effective way of servicing students who do not take courses at our college. These students are older, with limited time during normal school hours due to job and family constraints.

Respectfully submitted,

Edward Volchok, PhD
Chair, Queensborough Community College Distance Education Committee