

16 September 2009

Special Committee on Distance Education

Attendance: Indra Avens, Jean Darcy, Alex Flamholz, Anissa Mack, Sara Marcus, Holly O'Donnell, Alicia Sinclair, Edward Volchok

- I. Approval of minutes for last meeting
 - II. Introduction / Review
 - a. Goal: by end of Thanksgiving
 - i. Identify 3-4 programs
 1. potential programs that might succeed
 - a. SUNY online AA programs
 - i. Already gone through filtering process
 - ii. Gives us an idea of what is a good start and practical
 - b. Be sure to pay attention to the core requirements for the degree (from other departments)
 - c. Programs must be based on pre-existing courses; new courses/programs can take up to 4 years to get approved.
 2. Two-year program at QCC could funnel students into the CUNY Online Baccalaureate program or other regional colleges
 - ii. We should consider breaking this committee into subgroups to focus on specific needs:
 1. Faculty Needs
 - a. Release time, Promotion, Tenure, Stipends and Royalties
 - b. Instructional Support
 - c. Assessment of online classes
 - d. Teacher Evaluation
 - e. Training for faculty and administrators
 2. Student Needs
 - a. Student orientation/training for online classes including STX100, Blackboard, ePortfolio, and tigermail
 - b. Tutoring
 - c. Advisement
 - d. Distributions of courses students need to graduate
 - i. id courses that can meet each requirement
 - e. Articulation concerns within CUNY and other schools
 - f. need critical mass to encourage students to complete primarily online
 3. Infrastructure Needs
 - a. Need for additional support, one person is not sufficient
 - b. Online Academy
 - i. For people who were in QCC but who have not completed the degree (about 75% of our students)
- III. An assignment for members of the committee
 - a. See who would be willing to do courses
 - i. As part of program
 - ii. To support another department's program (i.e., general education requirements, general education prerequisites or prerequisites to major-related courses)
 - b. See which professors are already teaching an online course and if they are willing to continue doing so

- c. Identify program from SUNY that is closest to what we can do
 - i. Identify what we can do
 - ii. Identify what is missing
 - 1. identify what we need to fill these gaps
- IV. Already identified departments / courses
 - a. Foreign language is positive but without support it can't be done
 - b. English department chair on board
 - i. EN102 interested
 - ii. Need interested faculty for EN101
- V. Remedial Courses (Basic Skills)
 - a. How do they fit online
 - b. Some in BE department find a small percentage of student potential for online courses
- VI. Doodle poll will be sent out for the next meeting