

MINUTES OF E LEARNING COMMITTEE MEETING OCTOBER 16, 2009

PRESENT: Rona Axelrod, Peggy Romeo, Dave Oliver, Frank Dowd, Dale Hoover, Andrea Posner, Erich Hochmeister, Mary Harder, Deb Johnson, Phenessa Jones

PRESENT VIA PHONE: George Manacheril, Sam King, Randy Gordon

ABSENT: Beverly Hall, Ann Eastman, Ellie Bunting, Mary Myers, Sharon Rooks, Lee Campbell, Pat Newell

Quality Matters:

Rona began the meeting with Quality Matters. Login information to the Quality Matters website (www.qualitymatters.org) was distributed to all online faculty members. .

Each course will be evaluated using the Quality Matters Rubric. The rubric will be completed by the instructor as well as 2 faculty members that have successfully completed Quality Matters training. Rona and Sharon will complete the training in October. Phenessa, Randy, Peggy and Ann have agreed to register for the certification course. They should complete the course by the end of November.

Requirement: Each online instructor should complete the Instructor Worksheet by the end of October for ONE of their online courses.

Issue: We are currently experiencing technical difficulties with the Quality Matters website. We need to complete this project using offline materials. Need to re-evaluate how to handle this project.

Choosing a new LMS:

During October, we had a trial period with Moodle Rooms. Most of the evaluators felt that Moodle Rooms was not appropriate for us. Moodle is launching a new product called Joule. Need to evaluate Joule and Blackboard 9.

CE6:

Erich spoke with the committee regarding students' access to CE6 before and after semester starts. **Each instructor needs to control access to their online courses by using the deny/grant access option in the CE6 grade book.**

At the beginning of each semester, the instructor should **deny** access to all registered students until the instructor is ready to release their course. When course is ready, the instructor should then **grant** access to all registered students. At the conclusion of each semester, the instructor should **deny** access to all registered students.

Moving Issues:

Edison Online will stay on Lee Campus. We will be moving to "N" building where Human Resources department is presently located.

Meeting was adjourned at 2:00

Next meeting will be Friday, November 20, 2009 at 1PM

Minutes submitted by Susan DeNicola and Rona Axelrod