

MINUTES OF eLEARNING COMMITTEE MEETING SEPTEMBER 18, 2009

PRESENT: Ellie Bunting, Sharon Rooks, Rona Axelrod, Peggy Romeo, Ann Eastman, Dave Oliver, Frank Dowd, Beverly Hall, Dale Hoover, Andrea Posner, Robert Anderson, Erich Hochmeister, Jackie Smith, Mary Myers

PRESENT VIA PHONE: George Manacheril, Sam King, Mary Harder, Deb Johnson, Phenessa Jones, Randy Gordon

ABSENT: Lee Campbell and Pat Newell

Rona began her first official meeting as committee chair at 1:00. Rona thanked Mary and Ellie for everything they have done for eLearning. Rona introduced Andrea Posner as the new Adjunct Coordinator and Robert Anderson as the new course designer both for eLearning.

Topics for this year:

1. Quality Matters: Our mission is to ensure that all Edison Online courses provide the best learning experience for our students. We will use a tool called Quality Matters that will help us self-evaluate our courses. **All online faculty members are required to participate in this course evaluation program.** By October 31st, each online faculty member will complete a worksheet that describes ONE of their online courses. It takes approximately 4-6 hours to complete the worksheet. After submitting the worksheet, the online faculty member will then be contacted so that they can self-evaluate their course using a rubric. It takes approximately 1-2 hours to complete the rubric. The rubrics will then be reviewed by Quality Matters certified reviewers during the Spring 2010 semester. The list of certified reviewers may include Rona Axelrod, Ann Eastman and Sharon Rooks. Reviews and self-evaluations will become part of the 2010-11 faculty portfolios. If the course or the faculty member does not meet "standards" of evaluation then the faculty member would meet with a sub-committee to discuss ways to improve the quality of the course. Beverly Hall recommended that we view courses from other colleges for comparisons. Mary mentioned that this is not the purpose of Quality matters. Robert Anderson volunteered to help review courses.
2. eSir: The eSir evaluation form will be available for online courses. Mary provided all the dates for online and ground classes. Institutional Research is providing the data files for upload to ETS.
3. CE6: The Blackboard CE6 course management system we are presently using will be phased out by Blackboard. Our contract with Blackboard ends in July, 2011 and the entire system will be unavailable by December, 2012. We need to make a decision by Summer 2010 as to which new platform is appropriate for us. Mary suggested "Moodle Rooms" which she has seen and is investigating for our use. Blackboard's new product (BB Next Generation 9) will also be tested. Several faculty members have volunteered to test the new platforms---Sharon, Randy, George, Peggy, Ellie, Deb, Beverly, Sam and Lee. The question was asked "What is the impact for students?" Mary stated that the benefits outweigh the negatives. We also need to determine the impact for IT.

4. October Online Faculty Institute: Being held Friday, October 16 and Saturday, October 17 here on Lee Campus. We need presenters to discuss techniques that have been used successfully in their own courses. Go to the discussion board in CE6 under faculty forum to express your interest in presenting a topic or to post a topic that you would like to hear at the Institute.
5. Testing: Testing dates must be entered in the faculty forum calendar. Specific details for the exams must be submitted at least one week prior to the administration of the exam.
6. Issues: Internet Explorer 8 does not work well with CE 6, use Firefox instead. CE6 has been slow and some down time. Dave Oliver raised the question "Who is my dean for requesting and scheduling classes"? The department "Chair" is the person who is responsible for connecting with faculty and the dean. eLearning is moving off campus to the Northern Trust building across College parkway. Dave Oliver brought up his concerns about eLearning not being on campus for students and faculty.

Meeting adjourned at 2:00. Next meeting is October 16, 2009 at 1PM.

Minutes submitted by Susan DeNicola and Rona Axelrod.