

Minutes

eLearning Committee Meeting

November 15, 2013

Meetings are held on the 3rd Friday @ 1PM

~~9/20, 10/18~~, 11/15, 01/17, 2/21, 3/21, 4/18

Lee U-102 Charlotte J-118 Collier M-201

	Present	Absent	Excused		Present	Absent	Excused
<u>Administration (1)</u>				<u>Staff (1)</u>			
Mary Myers	X			Robert (Dobin) Anderson			X
<u>Faculty (14)</u>				<u>Adjunct Faculty</u>			
Rona Axelrod	X						
Jennifer Barreto	X						
Jane Bigelow	X						
Ellie Bunting	X						
Alisa Callahan	X						
Sara Dustin			X				
Louise Ford	X						
Rebecca Harris	X			<u>Guests</u>			
Martha (Marti) Jenner	X						
Roz Jester	X						
Ivan Melendez-Leon	X						
Mary Robertson	X						
Peggy Romeo	X						
Joan VanGlabek	X						

- I. Approved minutes from 2nd meeting of the eLearning Committee on October 18, 2013

- II. eSir Update
 - A. Initial student emails were sent on 10/29 but spam filters blocked many because ETS changed its IP address and Edison's IT department didn't make the necessary updates; therefore, initial participation was very low.
 - B. A second student request was sent on 11/1, and there was evidence of increased participation, but there are still many reports from students that they have not yet received their eSir evaluation email.
 - C. Participation rate is presently 18%. Instructors who have students who report that they did not receive the eSir email are directed to forward those student names to TIFDOL.
 - D. There is continued consensus that the eSir/ETS process is very clunky, and an alternative is needed. Dobin continues to seek feasible alternatives.

- III. Tutor.com
 - A. Real time tutoring is now available in addition to Smart Thinking at Tutor.com.
 - B. Students are permitted up to 5 "live" tutoring hours for which TIFDOL will be billed.
 - C. Tutor.com may be added to a Canvas course by following a tutorial prepared by Dobin Anderson (available on the Instructor Information Station).

- IV. COP Review: EOL COP 03-0801: Initial Faculty Certification

Changes were made to alter/remove the College's name and specific titles and departments as much as possible to adjust for the pending name change of the college and other administrative changes that would mandate a future change to the COP.

- V. COP Review: EOL COP 03-0802: Edison Online: New Course Development (Blended and Online)
Changes were made to alter/remove the College's name and specific titles and departments as much as possible to adjust for the pending name change of the college and other administrative changes that would mandate a future change to the COP.

- VI. COP Review: EOL COP 03-0803: Online Training for an On-Campus Class
It was determined with unanimous consensus that this COP is no longer necessary and has been deleted.

- VII. COP Review: EOL COP 03-0804: will be discussed in detail at the next meeting.

- VIII. Announcement: The date for the next TIFDOL Spring Faculty Institute is April 5, 2014.

- IX. Meeting adjourned at 1:55PM.