▲ EDISON STATE COLLEGE

eLearning Committee

Minutes
eLearning Committee Meeting
October 10, 2012 at 2:00 p.m. in Lee/S-117 Collier/G-109

	Present	Absent	Excused		Present	Absent	Excused
Administration				**Staff**			
Eileen De Luca	X						
Kristen Zimmerman	X						
Faculty				**Adjunct Faculty**			
Rona Axelrod	X						
Jane Bigelow	X						
Ellie Bunting	X						
Martha (Marti) Jenner	X						
Deborah (Deb) Johnson		X					
Samantha (Sam) King	X			**Guests**			
Regina Miller		X					

I. The committee held its second meeting of the 2012-2013 academic year.
    a. The committee is scheduled to meet on the second Wednesday of each month starting at 2PM.
    b. All Members are fulfilling 2nd year of term since committee was restructured in 2011: Rona Axelrod, Jane Bigelow, Ellie Bunting, Eileen De Luca, Marti Jenner, Deb Johnson, Sam King, Regina Miller, and Kristen Zimmerman

II. Blended Courses
    a. Concern has been expressed about attendance policies being discussed in the academic departments
    b. Conversation will continue next meeting

III. Discussion of Committee Charge
    a. Recommendation that the eLearning Committee will become a sub-committee of the Academic Technology Committee
    b. Currently the eLearning Committee is an ad hoc committee
    c. **UPDATE:** The Academic Technology Committee will discuss this issue during their November meeting

IV. Need for additional Canvas courses
    a. Recommendation to create a Canvas Course for programs and majors
        i. BSN Program expressed the desire to improve communication with all BSN students
        ii. Student enrollment would like to create Canvas courses to align with programs and majors
        iii. Faculty/staff could be selected to administer the course and communicate with students
        iv. Canvas courses would be modeled after the Student Information Station
        v. **UPDATE:** Canvas course has been created for the BSN students
    b. Recommendation for Canvas training for staff and administrators
    c. Recommendation for New Student Orientation Canvas course
    d. Recommendation for the development of an SLS1515 online Canvas course

V. Discussion of APA Resources
    a. Library has many resources, need to point online students to the library website
    b. Discussed APA software: http://www.perrla.com/, http://www.referencepointsoftware.com

VI.   Discussion of COP 03-0805 General Course Operating Procedures (continued)
   a.   Committee still recommends that specifics stay out of the COP and incorporated into Edison Online Guidelines
   b.   Need to ensure that the Edison Online Guidelines be vetted through the eLearning Committee

VII.   The meeting adjourned at 3:05 p.m. The next meeting is scheduled for November 14, 2012, at 2:00 pm.