

MEMORANDUM: Mid-Year Report to Executive Staff Member

To: Daniel DeMarte, Vice President for Academic Affairs and CAO

From: Sarah DiCalogero, Online Learning Committee chair

Date: February 25, 2015

Subject: Governance Committee Mid-Year Report 2014-2015

Charge:

1. Coordinate offering eLearning professional development/training sessions in the Batten Centers including but not limited to: faculty presenters, presenters (internal and external), eLearning administrative faculty, and sharing information via presentations or video from conferences.
2. Recommend training/professional development requirements for faculty who teach hybrid courses.
3. Determine a plan that results in 100 new QM peer reviews by June 30, 2015.
4. Reassess the best solution for online proctoring including suggestions for a seamless experience for faculty and students with stringent authentication requirements. (This charge is currently being revised by Dr. DeMarte to reflect the need for student verification in online learning).

Goals/Planned Actions/Approved Motions:

1. The committee is finalizing a plan to implement 100 QM reviews per year. The original charge given to the committee was to devise a plan for the 2014-2015 academic year but the committee has created the plan for ongoing use. The current version of the plan ties into the Full Time Faculty Evaluation and Performance Plan by evidencing where a successful Quality Matters review ties into the Teaching Effectiveness Domain.
2. The committee is recommending that faculty teaching hybrid courses require the same training as those who teach online courses. This recommendation would go into effect for the Fall 2015 semester. Data provided by Ken Ballard's office and e-learning have identified that there are 77 faculty members who will need to undergo this training in order to continue teaching hybrid courses.
3. While the committee was originally charged with reviewing online proctoring solutions and making a recommendation for a product that will create a seamless

experience for faculty and students with stringent authentication requirements we have expanded the scope of the charge to include the issue of student verification in online courses.

4. The committee has determined that student orientation is critical for student success in online learning and is currently investigating existing orientation programs.

5. The committee has sent a short survey to all online faculty to seek input on the design of the current Blackboard Template. If faculty input determines that modification is needed, what types of updates should be made to support student ease of navigation across TCC courses and simplify the process of course design for college faculty, while addressing online quality standards of accrediting agencies.