

**City University of New York
BOROUGH OF MANHATTAN COMMUNITY COLLEGE**

**Instruction Committee
Minutes of 11/2/16**

In Attendance: Catarina Mata (Chair), Gloria McNamara, Manita Pavel, Meghan Fitzgerald Raimundo, Chiaki Yanagisawa

AGENDA

Minutes:

- Minutes of October 5, 2016 were approved.

Old Business:

1. Perceptions of E-Learning Among Non-E Learning Faculty:

- Regarding the *Perceptions of E-Learning Among Non-E Learning Faculty* study, the Instruction Committee is now in possession of the raw data.
- Discussion ensued as to the exact information the Committee hopes to extract from the data as well as the approach best suited to facilitate analysis.
- The Committee decided to initially examine the data through the categorical perspective of faculty (FT/PT, Discipline, Years of Experience). Chiaki Yanagisawa volunteered to begin converting categorical labels for this purpose. To maximize a collaborative research effort, Meghan Fitzgerald Raimundo volunteered to put the raw data in a drop box to enable access for Committee members.
- Moving forward, the Committee will compile findings in order to identify e-learning obstacles and trends.

New Business:

1. E-Learning Course Evaluations

- Catarina Mata informed the Committee of an additional charge, which is to examine the e-learning course evaluation format and compare it to those used on other CUNY campuses and those used outside CUNY.
- Committee members will attempt to obtain comparison formats for the next meeting.