

THE BOROUGH OF MANHATTAN COMMUNITY COLLEGE
ACADEMIC SENATE INSTRUCTION COMMITTEE
11/4/2015 meeting minutes

In attendance: Brown, Chen, Danila, Mata, Yanagisawa, Ruru Rusmin (guest).
Absent: Fitzgerald, Noimann, Salam.

Meeting called to order at 2:20 PM

1) The Committee decides that the format of the minutes should be simplified.

2) Regarding the survey on e-learning:

Prof. Mata suggests that, aside from the survey, we should be interviewing faculty from each department.

Prof. Brown reiterates that even people who do not teach distance learning courses should be interviewed, to find out if there are any reasons why they are avoiding them.

Ruru Rusmin advises that we ask Bettina Hansel for information. She has student grades and performance results. The survey can be made anonymous.

A discussion ensues about the questions to be asked and the importance of distance learning in general. It is suggested that we should also ask the students for their opinion.

It is agreed that we should each come up with questions, collect them, and vote on them next time.

Ruru Rusmin advises that the survey should ideally have a forked structure. She will also submit questions and will help with setting up the survey.

3) The survey on advisement will be done next semester (tabled).

4) Regarding the revision of the common elements of syllabi, Dean Hutmaker will be asked what his proposal is.

Meeting adjourned at 3:10 PM