This committee met virtually using VIDYO and WebEx web-conference software every first Friday of the month in September 2014, October 2014, November 2014, December 2014, January 2015, February 2015 and May 2014.

**Committee Chair:** Robin James (PS)

**Voting members included:** Jay Brower (A&S), Maya Aloni (At Large), David Martin (Academic Dean), Gary Skiba (A), Jennifer Zdziarski (admin faculty), Jeanette Lupinacci (At Large), Brian Stevens (L/C/C), Rebecca Diot (IT&T rep)

**Nonvoting members included:** Brian Kennison (L/C/C), Colleen Cox (PS technology specialist), and Leslie Lindanauer (CELT director)

**2014-2015 Goals**

- Explore logistics to expand electronic course evaluation delivery and data collection pilot.
- Increase faculty awareness and provide access to training on student accessibility issues for online, hybrid and web-enhanced instruction, especially within the Blackboard CMS.
- Create a faculty survey to assess the instructional design and technology implementation needs of WCSU faculty, for online, hybrid courses and web enhanced courses.

**2014-2015 Accomplishments**

- Jay Brower took the lead in securing the Provost’s support for a university-wide roll out of an electronic course evaluation system; Robin and Jay met with IT&I leadership to explore alternatives to the in-house created process used in the pilot by the E&EPY department; despite identifying a low cost external provider that would offer security and reliability, the budget cuts prevented the committee from gaining the funds to go outside the IT&T set up used in the pilot. Committee members were asked to feel out their department’s reaction to implementing the online course evaluation tool, but the reaction has not been favorable if we cannot offer an external provider. However, Jay Brower may attempt to persuade Senators early next Fall to allow the roll-out to proceed on a department by department level basis to start.
- Maya Aloni, Robin James and Colleen Cox worked with the WCSU Accessibility Office Director, Elisabeth Werling, to address student accessibility issues for online, hybrid and web-enhanced instruction, especially within the Blackboard CMS; with the help of a CSCU BOR instructional designer, an ad hoc subcommittee was formed to work on a series of short video tutorials that could be easily accessed by our busy faculty; the committee partnered with CELT’s director, Leslie Lindanauer, to hold a webinar session on meeting students’ accessibility needs using BlackBoard and other online tools. The
webinar was recorded and has been made available to all faculty through the CELT Libguide webpage or archived professional development training sessions.

- Colleen Cox, Maya Aloni and Robin James submitted a proposal on the accessibility focused training materials created by the committee to present at the MXCC Technology Showcase in April, 2015; the proposal was accepted and Coleen Cox will co-present with Elisabeth Werling on the both the content and process the committee followed to create the series video tutorials.

- The committee developed and distributed a Survey Select questionnaire to assess faculty technology and instructional design needs; the results will help to drive the committee’s priorities for the coming academic year; the survey results may also be used to build a case for hiring an instructional designer to support WCSU faculty in developing more fully engaging online and hybrid learning experiences for students..

- Brian Stevens took the lead in exploring grants and other funding resources to cover some of the costs involved for hiring an instructional designer.