**Reports & Updates from Faculty Assembly Committees,**

**Faculty Resource Center, and Instructional Design Center**

2/18/15

**General Education Task Force II**

Chair: Ed Shannon ([eshannon@ramapo.edu](mailto:eshannon@ramapo.edu))

<http://www.ramapo.edu/task-force-2/>

Survey results have been reviewed. Refer to today’s presentation for more information.

**General Education Curriculum Committee (GECCo)**

Chair: Ashwani Vasishth ([vasishth@ramapo.edu](mailto:vasishth@ramapo.edu))

* The Subcommittees on Oral Communication and on Information Literacy are finalizing their Assessment Reports from Fall 2014, and will release this within this month.
* The Subcommittees on International Perspectives and on Intercultural Perspectives are prepared for the Spring 2015 Assessments.
* The Subcommittees on Experiential Learning and on Awareness are gearing up for the Fall 2015 Assessments.

**Academic Review Committee (ARC)**

Chair: Thierry Rakotobe-Joel ([trakotob@ramapo.edu](mailto:trakotob@ramapo.edu))

<http://www.ramapo.edu/fa/arc/>

1. Summary of Current Activities
2. Course/Program Requests:
   1. A total of 71 course and program requests were received by October 15. 66 have been completed. ARC Unit representatives are working with their faculty to get the revision to ARC.
   2. We received submission of materials for two new concentrations in Master’s in Nursing on 02/10/2015
3. ARC Manual: The committee started the process of revising and updating the ARC manual for 2015-2016.
4. Online course manual:
   1. Updated the links to online resources as a result of the Ramapo website redesign.
   2. Discussed the necessity to revise the definition of ‘hybrid course’ in the manual. Currently, the definition of ‘hybrid course’ in the ARC online course manual (page #) is as followed:

A course / section in which some face-to-face time is replaced with an online environment. The *regularly-scheduled* face-to-face time is less than that of a conventional face-to-face section. Such sections are coded as "Hybrid" (HYB) in the Schedule of Classes.

* There is no minimum number of face-to-face meetings, but these meeting times need to be scheduled in advance, before students register for the class.
  + For instance, a course could be scheduled for 90 minutes per week face to face, instead of 180 minutes per week.
* A course that meets face-to-face for 45 hours *and* utilizes Moodle for course management (e.g. document storage, assignments etc.) would *not* be designated a hybrid course because it meets face-to-face for the full amount of required time.

ARC is looking at proposing a new language that clearly distinguishes hybrid courses to online courses either on the frequency of face-to-face meetings vs. online activities or total online instructional time. ARC has also started discussing the scheduling requirements for hybrid courses (at least once a week or other formats)

Michael Bitz, director of the Instructional Design Center (IDC), was invited to ARC on 2/11/15 to discuss the current practices in designing Hybrid Courses.

1. Agenda for Spring 2015:

* *“ARC manual”* and *“Online Course Manual”*: updates to reflect new information for 2015-2016

**Faculty Resource Center (FRC)**

Director: Nicholas Salter ([nsalter@ramapo.edu](mailto:nsalter@ramapo.edu))

<http://www.ramapo.edu/frc/>

March 4th, 10am-1pm: Faculty Development Day

See <http://www.ramapo.edu/frc/faculty-development-day/> for complete schedule

* Group Projects: Enjoyable Learning Experiences
* Flipping the Classroom: An Introduction and Refresher
* Designing Effective Writing Assignments Round Table and Discussion
* Teaching Hybrid Courses: Getting the Blend Right
* Transitioning from Luminis to Moodle
* Responding Effectively to Student Writing
* How to talk with your advisees about (you fill in the blank)
* The Future of Education(al Technology)
* Suicide Prevention / Intervention Training: 9am-1pm
  + Coordinated by Dr. Judy Green (Director of Health & Counseling Services), through the NJ Youth Suicide Prevention Project
  + Please register by March 2nd - <https://www.surveymonkey.com/r/Ramapo_registration>

**Instructional Design Center (IDC)**

Director: Michael Bitz ([mbitz@ramapo.edu](mailto:mbitz@ramapo.edu))

<http://www.ramapo.edu/idc/>

Upcoming workshops – for more details and to register go to <http://training.ramapo.edu>

* Introduction to Adobe Connect, Part 1: Feb 19 and March 3
* Introduction to Adobe Connect, Part 2: March 5
* Create a Turnitin assignment in Moodle: Feb 24 and Feb 26
* Microsoft Office Topics: March 10 and March 12

All sessions t 1pm in the IDC (ASB 020)