![MCC Virtual Campus - Monroe Community College]

NEWSLETTER

Notes from the Director….

The launch of the MCC Virtual Campus Center on June 17th was a great success. Dr. Anne Kress gave the honor of cutting the ceremonial ribbon to Dr. Jeff Bartkovich in honor of his many years of dedicated service to the advancement of online learning at MCC and throughout SUNY.

Since the introduction of our new Lecture Capture Self-Record Facility at the open house, the facility has been used on an almost daily basis and with rave reviews from the faculty. Our staff are available to train you and work with you every step of the way to make sure your project is done professionally.

Our Virtual Campus team has been working hard to support our faculty in course development, exporting and importing classes, pursuing the OPEN SUNY PLUS initiatives and offering Blackboard Certification and refresher courses throughout the summer. Session dates and links to register are posted on the Online Learning Web Pages .

Dr. Lawrence Dugan, Director

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Center for Online Teaching Excellence (COTE)

Joining the Center for Online Teaching Excellence (COTE) means becoming part of the formal Community of Practice at SUNY. Members of the Community are known as 'Open SUNY Fellows' and are asked to share their experience and expertise through roles that ensure they are recognized and supported by the Center, campuses, and their peers. Open SUNY Fellowship is open to all online learning practitioners and relies on self-nomination supported by a set of expectations to ensure Open SUNY Fellows can contribute effectively to the community. Though many of us wear multiple hats and could fit multiple roles, we ask that you select the one role where you meet the qualifications and can make the commitments for participation in the community without reservation. The nominations will be reviewed by a group comprising of directors of online learning to ensure Open SUNY Fellows bring the right set of experience and expertise to the community. To learn more go to: http://commons.suny.edu/cote/.

New Executive Director of Open SUNY

Congratulations to Kim Scalzo as she is appointed Executive Director of Open SUNY!

New Open SUNY+ Programs at MCC

For the past several months, the Virtual Campus Team has been hard at work with the Mathematics, Health and Physical Education, and Human Services departments to develop courses for the **Open SUNY+** degree program. We will offer two fully online degree programs in Mathematics and Sports Management in the fall of 2015 that are considered an "Open SUNY+" degree program. Human Services will offer several online **Open SUNY+** courses in the Spring of 2016, with more to follow.

What does it mean to be Open SUNY+?

There are 64 degree programs across Open SUNY considered **Open SUNY+** programs. Open SUNY+ brings an additional layer of supports for students and faculty; creating unique online learning experiences unlike any that exist today. Some of these benefits include a personal concierge as a single point of contact to follow the student through the degree program, access to 24/7 Help Desk and tutoring, experiential learning, industry-leading teaching practices, and based in a field that is recognized in New York State as a "high need" area for more employment opportunities after graduation.

How does the process work?

MCC is at the forefront of developing a process for the Open SUNY COTE Quality Review (OSCQR) Model. The new design of this model is a collaborative team approach to designing high quality online courses. Once the online course/program has gone through the curriculum approval process, an Instructional Designer, a Library Liaison, and a Multimedia Specialist are assigned to the faculty member. The faculty member is guided through the stages of the design process using a course model planner to layout the structure of the course with corresponding learning objectives. Using a backwards design approach, faculty design innovative ways to deliver content, create learning activities designed to engage and assess the learner based on the learning objectives. The Open SUNY COTE Quality Review (OSCQR) rubric is used to guide the process which includes 37 standards that focus on course design from the perspective of the Community of Inquiry (CoI) model to help reviewers address cognitive presence, teaching presence, and social presence in addition to the online course educational experience. The rubric also assesses accessibility standards to maintain simple, consistent, and an easy to use layout as well as opportunities to provide accessible content. The OSCQR rubric is intended to assess course design rather than the actual course delivery. There are multiple chances during the development process to collaborate with the Instructional Designer, Librarian, and Multimedia Specialist. Once the course is developed, the course is sent to Open SUNY for a final review process. As the course is being taught, students have multiple opportunities to provide feedback to the instructor. The faculty is able to self-refresh the course using the OSQCR rubric in subsequent semesters. If you would like to learn more about the process, download our Open SUNY+ Course Review Handbook that includes the process in more detail along with the OSCQR rubric and course module planner.
https://drive.google.com/file/d/0BzWirywgFhYiaEJvNTVyV2k3V00/view?usp=sharing

Attendance Solutions in Blackboard

Tired of losing your paper roster of attendance? Are you looking for a way to keep attendance in your face-to-face course in Blackboard? We have several attendance templates available that can be added to your Blackboard course in the Grade Center. With the first two options that integrate with Blackboard's Grade Center, students can see their class attendance.

There are **THREE** different options of templates to include in your course:

Option 1: A 15 week template (a column for every day that you teach the course) 1-4 days per week available.

Option 2: A 4-column template with columns to record the number of days a student was absent, present, tardy, or excused in the class.

Option 3: A Google Sheet Template with an option to hide a link on the Course Menu.

Choose the best option that works with your teaching style. To learn more, consider attending a face-to-face training session in August with Andrea Gilbert:

Tuesday, August 11, 2015   Virtual Campus Training Center at Brighton   from 1-2:30pm

Thursday, August 27, 2015 Virtual Campus Training Center at Brighton   from 1-2:30pm

To enroll, email ool@monroecc.edu.

If you are interested in seeing what is available, but can't make it to a session, please email Andrea Gilbert at agilbert14@monroecc.edu and you can be added to the Attendance Training Course in Blackboard!
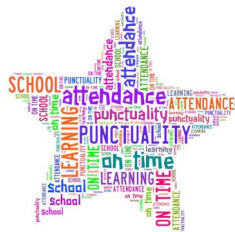
ENSURING AN ACCURATE GRADEBOOK

As the semester winds down, students tend to check their grades more frequently. They feel the pressure of their final grades approaching and they want to be sure they are on track. It is more important than ever to make sure your gradebook is updated. One of the worst experiences for a student is to be *surprised by their final grade.*

Follow the tips below to guarantee your students are seeing their grades accurately.
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Use the Student View - Click on the **Student Preview** button located in the upper-right hand corner of the screen (next to Edit Mode). Then, access **My Grades**. This will give you the exact same view your students have of your gradebook. Note any items students should not be seeing as well as any items that are missing from their view.

Hide/Unhide Columns - Hiding or Unhiding items from your students can be accomplished by heading to the **Full Grade Center**. Scroll to the appropriate column, open up the options menu for that column, then click **Hide from Students (on/off)**.

Add '0's - Remember that Blackboard's Grade Center requires the Instructor to enter a '0' for work that was never submitted. Typically, this is done after the due date has passed so the student immediately sees the impact a '0' has on their grade. If all '0's are added at the end of the semester, the students' grades will drop substantially, which could be shocking to the student.

Did you know: Our students can use Microsoft Office applications for free!

As part of their Office 365 program, Microsoft has begun offering online versions of Microsoft office and other online services to students of eligible institutions. MCC recently became one of these. When students log into their email accounts, there is a grid icon in the upper left. When a student clicks on it they get multiple choices for online Office programs and services, including Word, Excel, and PowerPoint. *(see the image below with the grid circled)*
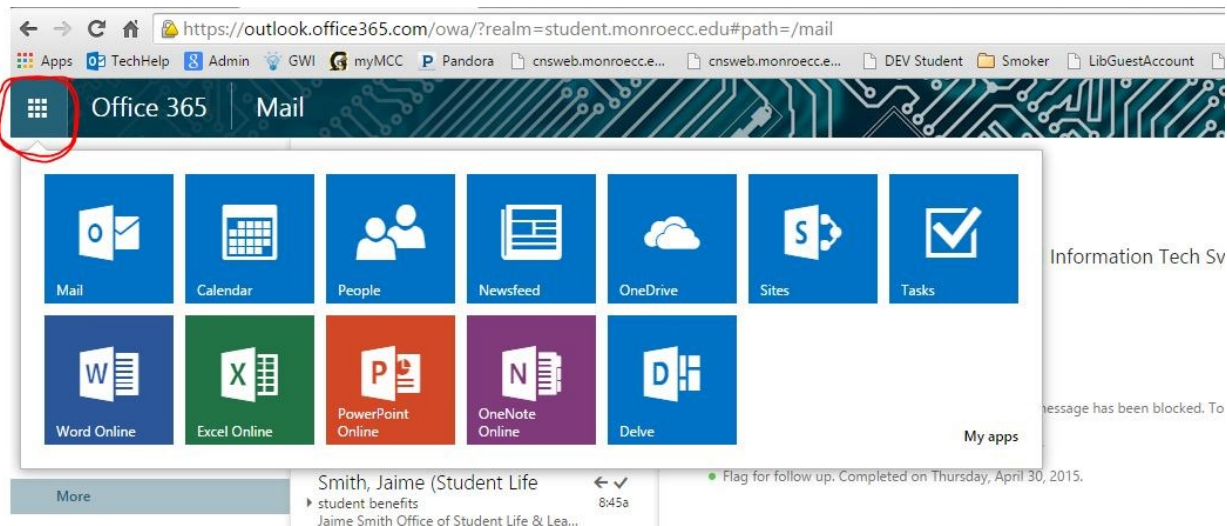
Students can then write and edit using an interface almost identical to the desktop version *(see below)* and save their documents either online or locally to their computer or a jump drive.

Note: These do not offer the full editing and macro options of Microsoft Office. So this would *not* be an acceptable replacement for a student taking a Microsoft Office course. But these will work for submitting papers, homework, etc. for most other courses.

A special thanks to Andy Eggleston of the Student Technology Help Desk for this information!