**BCC Committee on Instruction and Professional Development**

**Minutes of October 03, 2023**

**3:00 pm, Loew Hall 200**

**Chair: Vivian L. Rodriguez ✢ Vice-Chair: John Ziegler ✢ Secretary: Raquel Otheguy**

**Present: Katherine Acevedo-Coppa, Angel Anazco, Yeni Bautista, Chris Efthimiou (guest), Rafaella Diotti, Michael Hodges, Howard Irby, Elise Langan, Shelley Liu, Joёl Magloire, Luis Montenegro (guest), Albert Robinson (guest), Vivian Rodriguez, Raquel Otheguy, Kevin Viner, John Ziegler**

**Total Membership: 20 (quorum= 11)**

**Agenda**

1. Call to order
2. Approval of the Minutes (5 minutes)
3. Brightspace (Dr. Montenegro, Albert Robinson)
4. Faculty Staff Survey instrument (Chris Efthimiou)
5. Presidential Grants
6. Faculty Day Ideas – open discussion
7. Department Announcements
8. New Business

Meeting dates in Fall 2023 are: Tuesday 11/7, 12/5, 2/13, 3/5, 4/9, 5/7.

**Actions**

1. Meeting was called to order at 3:10pm
2. Brightspace presentation by Provost Luis Montenegro and Albert Robinson
	* Switching from Blackboard to Brightspace. In the works for a few years.
	* Owner company is D2L- stands for Desire to Learn (Brightspace is name of LMS)
	* Benefits- modern design, user friendly,
	* SUNY just switched to it
	* CUNY Timeline- now to Fall 2025, four cohorts. Blackboard will be sunset around Fall 2025. Cohort 1 is delayed so it can’t start in Spring 2024, as originally planned, because State’s Attorney General just approved purchase request.
	* BCC is in cohort 2, starting in Summer 2024 with the first cohort.
	* BCC committee for Brightspace transition. Helping with transition, being trained and training people, writing communication. Albert and Luis are co-chairs of committee. Looking at SUNY’s transition and borrowing best practices.
	* There will be a lot of in-person, hybrid, and remote training sessions starting with sneak-peeks beginning at the end of the month. Possible town hall on November 14th.
	* Should be available to everyone starting in January to play with, department liaison may also get early access by the end of this month to show us
	* 2 years of courses will be archived automatically
	* CTLT will move offices
	* Has already presented to VP, chairs and deans group
	* Some of the trainings will be done by department in the lab, trying to train as many people as possible before the end of spring semester
	* CUNY has a Brightspace transition website [www.cuny.edu/academics/brightspace-transition](http://www.cuny.edu/academics/brightspace-transition)
	* BCC has its own transition website, in online learning website
3. The members of the committee introduced themselves
4. The minutes of the September 2023 meeting were approved
5. C. Efthimiou presented Faculty & Staff Survey
	* discussion regarding whether the section on student services is appropriate, should we route questions so that staff don’t answer about instruction, gender/sex/sexuality questions- phrasing. Create subcommittee to work on Faculty & Staff Survey to work on this at beginning of spring semester.
6. Presidential Grants-
	* We will be getting them the first week of November
	* CFP went out already
7. Faculty Day-
	* Dates: Friday 4/5, Friday 4/12, Tuesday 4/16, Thursday 4/18
	* Discussion of “health and wellness” as a possible theme
	* Discussion of possible student panel
	* Subcommittees will be chosen next month
8. Department announcements
	* Biology Dr. Robinson is presenting research at Playhouse next week
	* Carl Andrews sent email about Library events
9. News
	* Cafeteria

Meeting Adjourned at 4:57pm.

Respectfully submitted,

Raquel Otheguy