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# DISTANCE LEARNING E-NEWS

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Monthly Newsletter of CNM's Distance Learning Department

February 2009

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## Web Enhanced Courses on the rise at CNM

*Blackboard is being used to enhance the classroom environment*

Blackboard has proven to be a very popular platform for CNM faculty. Faculty members are posting their syllabus, class material & practice tests online.

### The Numbers

During the spring 2009 term we have 96 Faculty members enhancing 162 sections for over 2,600 students.

When we add the current online enrollment to the Web Enhanced students, we find that the number of students being serviced by Blackboard is now close to 7,400 students. This is just a remarkable number considering that in 1996 CNM had about 62 distance learning students.

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## CNM's Cooperative for Teaching & Learning presents: Making the Move to Hybrid Courses

*A great way to familiarize yourself with the Blackboard software*

By Eleanor Radius

*Organizational Learning*

Are you ready to move beyond the classroom and create a blended course? There's a growing population of students wanting to take hybrid and online classes. Come and learn how to design and deliver a hybrid course (a mix of face to face classes and online sessions) at CNM. While taking the class you will be able to design and develop your hybrid class shell in Blackboard.



This class will help to familiarize you with the Blackboard environment as you experience and participate in the course!

**What:** Making the Move to Hybrid Courses

**When:** Spring 2009 (Fridays Feb 6 – April 3, 2009) noon – 3pm. This class is comprised of 6 on-ground classes and 3 online sessions

**Instructors:** [Bill Meador](#) & [Eleanor Radius](#)

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## Faculty Support

The increased demand on Blackboard web enhanced sections for faculty has created some challenges in terms of faculty support.

CNM Faculty has some options to get their Bb questions addressed:

- Access the Embanet 24/7 helpdesk by calling 1-888-560-4927 or visiting their webpage at:  
<https://supportcenter.embanet.com/cnm/main.asp>
- Posting a question on the DLFAC Community – Faculty Resources Bb shell. You can request help from your fellow faculty on this Bb shell.

To become part of the DLFAC – Faculty Resources shell, email Patricia Miera at [pvigil51@cnm.edu](mailto:pvigil51@cnm.edu)

## Faculty Training

Organizational Learning's OIC course (OLIT 1010) provides the Bb training to become a Distance Learning certified faculty member. This is a 12-week course open for CNM faculty.

Course instructions are located at:

<https://share.cnm.edu/SiteDirectory/ol/Institute/2009Spring/OIC%20Instructions%20Spring%202009.pdf>

For some faculty who are not planning to teach online and they just want to enhanced their courses, a better option would be to take Organizational Learning's "Making the Move to Hybrid Learning" course. ***This course will start next Friday, February 6, 2009.*** This course meets once a week in the S Building for six classroom sessions. Fridays is a good day to take classes in the S Building because the Central parking lot is FREE on that day of the week.

### And the winner is!

CNM Nursing Department has 621 students in their 17 Web Enhanced sections. These sections are in addition to their regular online offerings.

The winning section is NURS 1096 – CCT Math for Nursing with 208 students! Kudos to Susan Gould-Borroughs, Gail Feigenbaum, Karen Connors & Lorraine Lowen.

Very notable mention goes to Cy Stockhoff & Michael Voss' group, the Emergency Medical Services Program with 484 students in their 27 Web Enhanced sections.❖

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*The winning section is NURS 1096 – CCT Math for Nursing with 208 students!*

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## NEW! Email Distribution List for Web Enhanced Faculty!

CNM faculty who enhanced their classroom courses now have their own email distribution list. [Bbenhanced@cnm.edu](mailto:Bbenhanced@cnm.edu) will be used to communicate important information such as scheduled Blackboard outages.

In the recent past we used the [dlhybridfac@cnm.edu](mailto:dlhybridfac@cnm.edu) distribution list to communicate with Web Enhanced faculty. This caused confusion because the term "hybrid" represents a unique distance learning course category. Hybrid courses are those courses who are conducted 50% of the time in the classroom and 50% of the time online.

For Spring 2009 we have 21 faculty members teaching 25 Hybrid sections. On the other hand, we have 96 faculty members enhancing 162 sections. It became apparent that this group needed their own distribution list.

To become part of the list, send an email to Rafael Martinez at [martiner@cnm.edu](mailto:martiner@cnm.edu)

Note this list is used only when absolutely necessary. Do not expect a lot of emails generating from the list. Don't be afraid to sign up!

**WELCOME! TO OUR  
NEWEST DISTANCE  
LEARNING FACULTY  
MEMBERS!**

**OLIT COURSE GRADUATES  
FALL 2008**

Myrna Brown  
Amanda Busby  
Vicki Delgado  
Sean Haaverson  
Carol Hayes  
William Hayes  
Andy Huertaz  
Susan Ruth  
Norman Schwantes  
Dimas Vigil

Enroll now on the [Organizational Learning registration webpage!](#)

For questions regarding registration, please contact: [Jean Garcia](#) 224-4400 in Organizational Learning.

Don't miss the opportunity of becoming proficient in Blackboard in just a few sessions!



## **DL Faculty Resources page gets a new look!**

The Faculty Resources page located at <http://www.cnm.edu/depts/dl> has been redesigned. The link is now called "Distance Learning Faculty."



In addition to the Resources for current Distance Learning Faculty (course request form, flyer template, etc) we now have Web 2.0 resources, Instructional Design & Respondus support. Check out the new page at your convenience.

Any comments about the new page should be directed to Patricia Miera at [pvigil51@cnm.edu](mailto:pvigil51@cnm.edu)

## CALENDAR OF EVENTS

### BLACKBOARD MAINTENANCE OUTAGE

CNM's Information Technology Services (ITS) will conduct CNM Network Maintenance starting from **10:00 PM on Saturday, February 7<sup>th</sup>, 2009 until Sunday, February 8, 2009, 4:00 AM.**

The Blackboard Portal located at <http://clearning.cnm.edu> will be inaccessible during this maintenance outage. Please plan accordingly. Students will be informed via the Blackboard Announcement system.

### SPRING CLEANING IS COMING SOON!

During the month of March 2009, we will be contacting Faculty to remove those courses under **Course Development** not currently in use.

We have around 600 courses in this area which is taking a lot server space needed for our increasing enrollment. We will contact each one of you to determine what goes and what stays. More to follow during next month newsletter.

## QUESTIONS AND ANSWERS

**Q:** In the past, when I opened the class for self-registration and students added the class, they were able to view it right away. I opened my class the Friday before the term started and the students could not see the class. Has this changed recently? I wish I had been notified about it.

**A:** Distance Learning classes at CNM follow the schedule of classes like any other class at the College. We have never

purposely opened a class "early" before the term starts. If your class was available before the term start day during previous terms, that was unintentional on our part.

**Q:** Why does the term has an end date of May 2<sup>nd</sup> when in fact the last day of the term is April 30<sup>th</sup>?

**A:** The additional two days were added to accommodate those faculty members who have until May 2<sup>nd</sup> to turn in grades. The faculty members requested that the shells remain open for the additional days.

**Q:** Why do I keep making the Blackboard shell backups? It's

not like we can open or examine them?

**A:** First, it is a good idea to have your own backup in the event that our department cannot locate the end of term backup for your class.

Second, once Banner and Blackboard are integrated (this coming Fall 2009) you will be able to use this backup to load your own course without the need to wait for the DL department to do it for you. In theory, you might be able to move between terms without the need of contacting us.

## Blackboard Student and Faculty Surveys – available now!

*Now available is your chance to provide us feedback*

CNM Distance Learning Faculty Survey is currently available in your course list. Faculty surveys are very important to the Distance Learning Department. Your responses will be used by the department to improve the effectiveness of our support services.

The survey consists of 15 questions that should not take much time to complete. Please take a little time to complete the survey.

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*The surveys will be available online form February 1<sup>st</sup>, 2009 until March 31<sup>st</sup>, 2009.*

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At the same time, the CNM distance learning students will have the opportunity to complete their own student survey. The student survey is not visible to faculty in the same way that the faculty survey is not visible to the students. The surveys will be available online form February 1<sup>st</sup>, 2009 until March 31<sup>st</sup>, 2009 ❖

