



DEPARTMENT OF
COLLEGE PREP/DEVELOPMENTAL STUDIES

MINUTES

College Prep District Faculty Meeting
Friday, August 19, 2011
1:00 to 1:50 p.m.
H 200

In Attendance: Cynthia Baker, Karen Buonocore, Eileen DeLuca, Sabine Eggleston, Rebecca Gubitti, Renee Hester, Bert Lawrence, Melanie LeMaster, Jaime Marecz, Dorothy Marshall, Roberta Moore, Joseph Roles, Candace Rosene, Violeta Rotonda, Caroline Seefchak, Jessica Sobkowiak, Troy Tucker, Cathy Vache

I. Welcome

Dr. Caroline Seefchak, Department Chair, welcomed everyone back to the Fall 2011 semester with introductions

New full-time faculty

Joining the department as new full-time faculty this semester are Professor Cynthia Baker, Developmental Mathematics, Collier; Professor Karen Buonocore, Developmental Mathematics, Lee; Professor Candace Rosene, Developmental Mathematics, Lee; Professor Jessica Sobkowiak, Developmental Mathematics; and Professor Cathy Vache, Developmental Mathematics, Lee.

Returning faculty

Returning faculty were welcomed back and thanked for all they have done to help the new faculty to familiarize themselves.

Curriculum Specialists, 2011-2012

Dr. Seefchak introduced the faculty members who have agreed to lead each of the disciplines as Curriculum Specialists this academic year:

Developmental English – Dr. Jennifer Grove

Developmental Mathematics – Professor Dorothy Marshall

Developmental Reading – Professor Melanie LeMaster
English for Academic Purposes, EAP – Professor Troy Tucker

II. Mission Statement, College Prep/Developmental Studies

Dr. Seefchak passed out copies of the Mission Statement for the College.

Prep/Developmental Studies Department.

The mission of the College Prep/Developmental Studies Department at Edison State College is to provide a diverse population of students the opportunity to improve mathematics, reading, writing, and/or English language skills in order to achieve success within competitive academic and professional environments.

Dr. DeLuca reminded faculty that the Mission Statement and the Guiding Principles were created by the faculty over the course of several months last academic year.

Dr. Seefchak asked faculty to each put their copy of the Mission Statement in a prominent place and to read through it from time to time to stay focused on our stated purpose. Copy attached.

III. Message from Dr. Eileen DeLuca, Associate Dean

Dr. DeLuca addressed the full-time faculty, welcoming everyone back to a new academic year. She reminded faculty that their faculty leader, department chair Dr. Seefchak, would be responsible for the academic unit of our department, and she would be running the meetings.

Dr. DeLuca explained to faculty that she was committed to two separate very large college projects. She explained that she would be pulled into meetings for the upcoming SACS visit and for the ongoing QEP. She reminded faculty to rely on Dr. Seefchak for academic and curricular matters.

IV. Data Review – Student Surveys

Dr. Seefchak reviewed, with faculty, selected data from surveys that were sent to students, district-wide, at the end of Spring 2011 semester. Surveys measured aspects of student satisfaction with the programs of study in the department.

See attached surveys, and see attached data. Full survey data will be posted to the Document Manager.

V. QEP News

There will be a Cornerstone Experience Web site, available through the Edison State College site, up soon. Dr. Seefchak demonstrated with screen shots of the site. When the link to the site becomes available, it will be posted.

Faculty have heard a lot about Cornerstone this Professional Development Week, but Dr. Seefchak emphasized that it is important that all faculty be familiar with our College's QEP, The Cornerstone Experience, and be knowledgeable that Edison State College is committed to its Quality Enhancement Plan (QEP) to improve first-year student learning through the Cornerstone Experience course. She briefly went over the the four frameworks on which the Cornerstone course will be based: Critical Thinking, Applied Learning, Relevancy, and Success Strategies. Edison State College's QEP is designed to enhance student satisfaction and engagement, and to improve retention, persistence, and graduation rates.

Dr. Seefchak told faculty that Dr. Steve Atkins has asked each department in the College to adopt a Cornerstone corner, or framework, on which to base curricular plans for this academic year. She also relayed a message, to faculty, from Dr. Atkins, that he appreciates all they are doing, district-wide, to understand and to promote the QEP.

Kevin Shriner, who is overseeing the implementation of the Cornerstone Experience, has been invited to the next department meeting. At that time, he will discuss, further, the college-wide training modules for faculty and staff who are interesting in teaching the Cornerstone class.

VI. College Prep/Developmental Studies Information

Exit exam legislation - An amendment to section 1008.30 of the Florida Statutes was passed, changing the mandate for state exit tests for developmental classes. Specifically, the requirement for a "passing score on a standardized ... test," has been eliminated and

has been replaced with a requirement that students “demonstrate successful mastery of the required developmental education competencies.” Each discipline will work to establish district-wide policies concerning mastery of developmental courses. Discipline Curriculum Specialists will lead this initiative within the disciplines.

SAC - Common Course Assessments – begin this semester, as a pilot to next semester, when they will be required in all disciplines. The ENC discipline will use the Common Course Assessments in all classes, using a rubric designed by faculty members. The MAT discipline has specific activities and is working, this semester, on designing rubrics for measurement. EAP has created rubrics and is finalizing assessments. REA is examining Lexile tests for use with students.

College Prep/Developmental Studies Web site – Screen shots of our Department’s comprehensive Web site were shown. A link to the site will be provided as soon as it is completed.

VII. Logistics/Space

Dr. DeLuca addressed the faculty about upcoming changes in locations. H 221 will be a classroom, and H 223 will be a shared faculty workspace for the Departments of College Prep/Developmental and Math and Science. Dr. DeLuca and Amanda will move to H 204 and H 205.

VIII. Syllabi and schedules

Faculty were reminded to please submit all syllabi and office hour schedules to Dr. Seefchak, via email, no later than Monday, August 22. Schedules will be printed, signed by Dr. DeLuca, and given to faculty members. Faculty were reminded that the ten required office hours should be spread out over all five working days.

IX. Textbooks

Dr. Seefchak relayed information given to department chairs about the college’s commitment to saving students money as the costs of new textbooks keeps increasing. She told that faculty that she was asked to appoint a designee to participate in College Textbook Initiative Committee. Jessica Sobkowiak volunteered to represent the Department of College Prep/Developmental Studies on that committee.

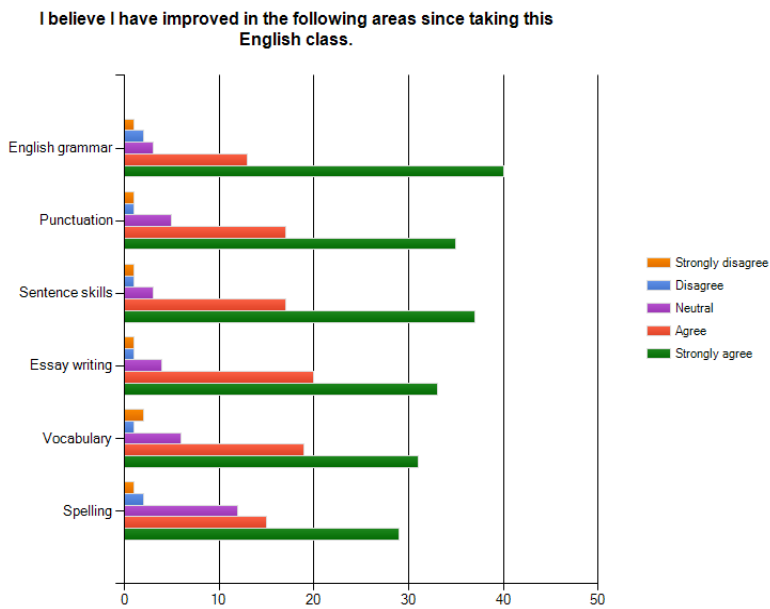
X. Future meetings

Dr. Seefchak made meeting schedules available. Copy attached.

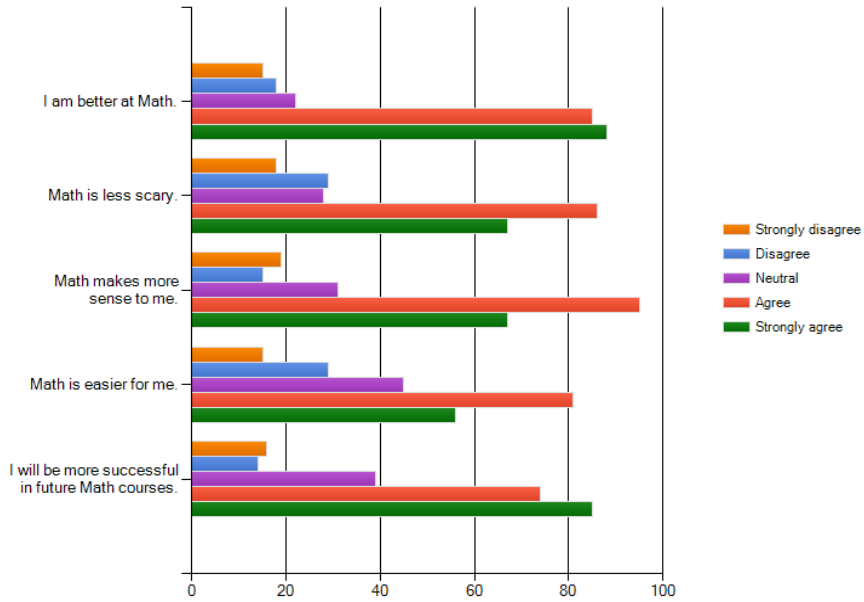
XI. Anything else

Dr. Rebecca Gubitti brought out examples of embroidered shirts that she had made with the Edison State College Logo.

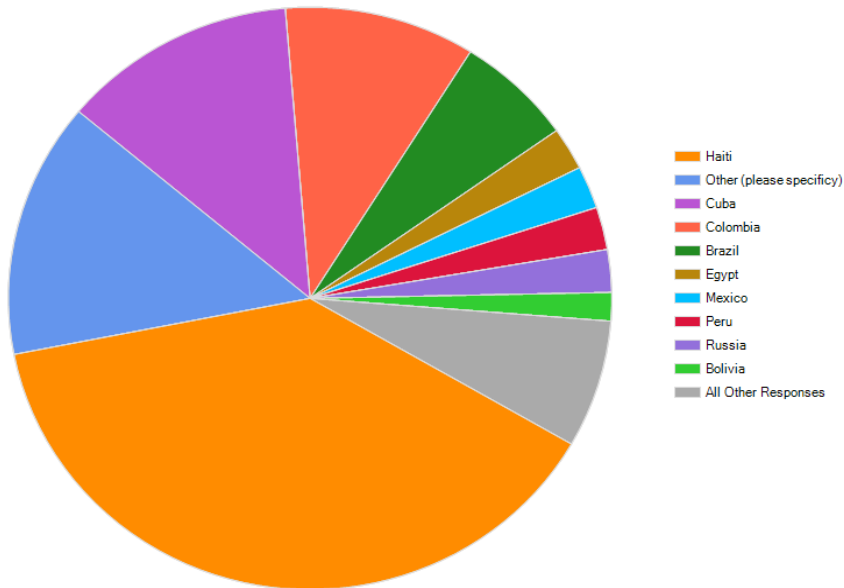
Selected Survey Data, as presented at District Faculty Meeting, 08-19-2011



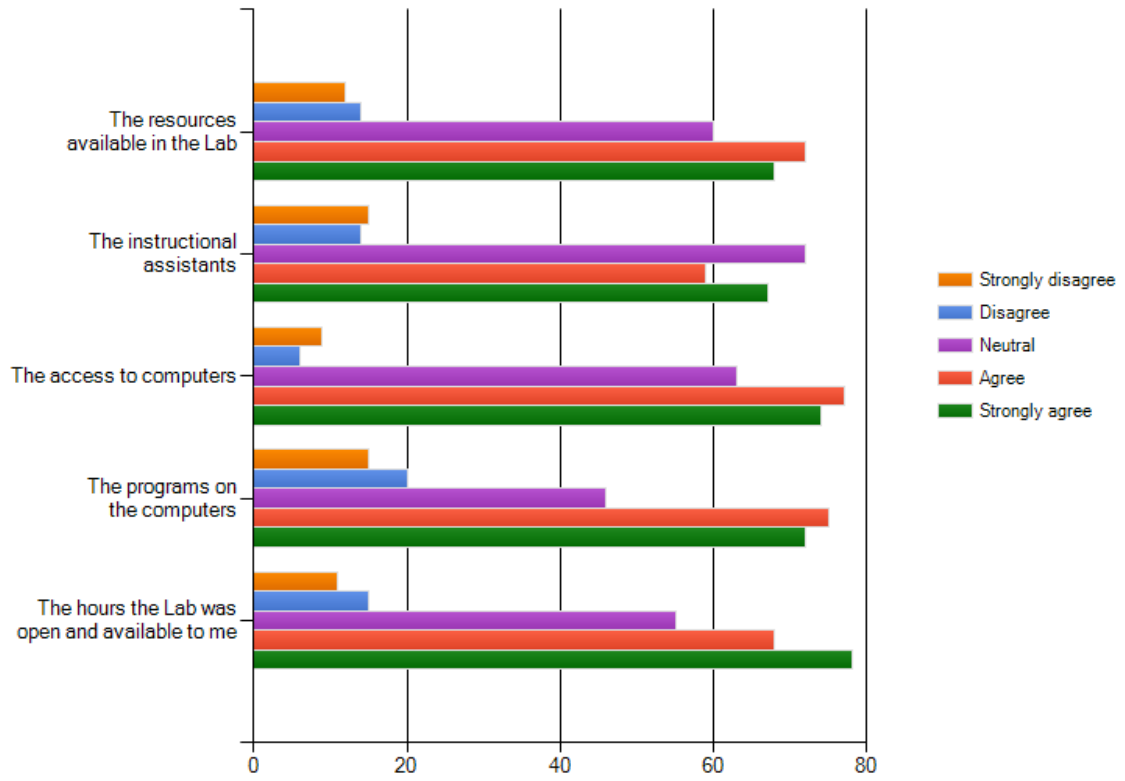
I believe the following since taking this Math class.



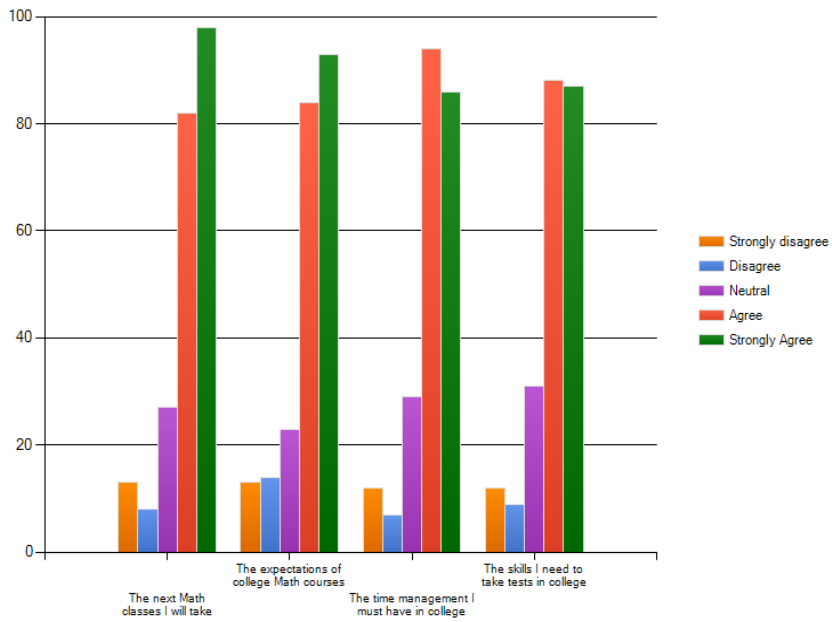
Which is your country of origin?



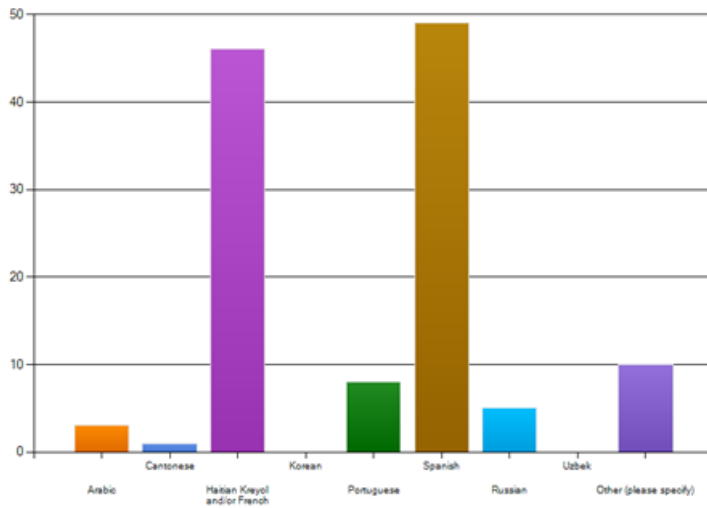
I benefitted from the following aspects of the College Prep Math Lab this semester.



This Math course prepared me for:



Which is your native language?



http://www.edison.edu/cornerstone/logomeaning.php

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Quality Enhancement Plan Cornerstone Experience Logo

The Cornerstone Experience logo is recommended by the Quality Enhancement Plan (QEP) Committee based on a conceptual design by Edison State College student James Shears.

The **DIAMOND** duplicates the shape of the Edison State College logo, symbolizing quality of instruction.

The interlocking **BUILDING BLOCKS** highlight the four theoretical constructs framing the Cornerstone Experience course.


- Critical Thinking
- Relevancy
- Applied Learning
- Success Strategies

The words **CORNERSTONE EXPERIENCE** cradle the bottom of the logo to signify the supportive foundation that the course provides.

The **COLORS** designate traits of successful learners

- **Red** - Fortitude, Determination
- **Green** - Optimism, Honesty
- **Yellow** - Intelligence, Confidence
- **Blue** - Reliability, Honor

The **TORCH** symbolizes the enlightenment of learning.



Done

Trusted sites

start

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Education Department	---	---
eLearning (Distance Learning)	---	---
Facilities Planning & Management	---	---
Faculty Documents	---	---
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Official College Logos	---	---
Planning and Research	---	---
Purchasing	---	---
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start

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<input type="checkbox"/>	Title	Created	Modified
<input type="checkbox"/>	 College Prep Adjunct	—	—
<input type="checkbox"/>	 Developmental English	—	—
<input type="checkbox"/>	 Developmental Mathematics	—	—
<input type="checkbox"/>	 Developmental Reading	—	—
<input type="checkbox"/>	 English for Academic Purposes	—	—

5 items, 25 per page per page

Meeting	Date	Time	Venue
Adjunct - Charlotte	Monday, August 15	5:00 – 7:00 p.m.	Charlotte
Adjunct – Lee	Tuesday, August 16	6:30 – 8:00 p.m.	H 200 - Lee
Adjunct – Collier	Wednesday, August 17	5:00 – 8:00 p.m.	Collier
District Faculty	Friday, August 19	1:00 – 1:50 p.m.	H 200 - Lee
Adjunct – Hendry	Monday, August 22	6:00 – 8:00 p.m.	Hendry/Glades
Curriculum Specialists	Thursday, September 8	During office hours	H 217 - Lee
District Faculty	Friday, September 9	2:00 – 4:00 p.m.	TBA - Lee
Curriculum Specialists	Wednesday, October 12	During office hours	H 217 - Lee
Adjunct – Collier Open Hours	Thursday, October 13	3:00 - 5:00 p.m.	Collier
District Faculty	Friday, October 14	2:00 – 4:00 p.m.	TBA - Lee
Adjunct – Lee	Monday, October 17	4:30 -5:30 p.m.	TBA - Lee
Adjunct – Charlotte Open Hours	Thursday, October 20	3:00 - 5:00 p.m.	Charlotte
Adjunct – Hendry Open Hours	Thursday, October 27	3:00 - 5:00 p.m.	Hendry/Glades
Faculty Meeting	Friday, November 18	11:00- 11:50 a.m.	TBA - Lee
Curriculum Specialists	Monday, November 28	During office hours	H 217 - Lee
District Faculty/Staff	Friday, December 9	11:00 – 12:30 p.m.	H 200 - Lee



DEPARTMENT OF COLLEGE PREP/DEVELOPMENTAL STUDIES

Mission

The mission of the College Prep/Developmental Studies Department at Edison State College is to provide a diverse population of students the opportunity to improve mathematics, reading, writing, and/or English language skills in order to achieve success within competitive academic and professional environments.

Program Outcomes

Upon completion of the College Prep Developmental Sequence, the student will...

- Achieve Florida's Post-Secondary Readiness Competencies for ENC 1101 and/or MAT 1033.
- Read at a post-secondary level that correlates with college success.
- Write at a post-secondary level that correlates with college success.
- Understand and apply mathematics and mathematical concepts at a post-secondary level that correlates with college success.
- Matriculate into and successfully complete college level coursework.
- Apply learning strategies in college level coursework.

- Achieve success within competitive academic and professional environments.

DEPARTMENT OF COLLEGE PREP/DEVELOPMENTAL STUDIES

Guiding Principles

The College Prep/Developmental Studies Department...

- Designs courses based on relevant research as well as national and state standards.
- Prepares students to achieve Florida's Post-Secondary Readiness Competencies for ENC 1101 and MAT 1033.
- Teaches students to apply learning strategies in college level coursework.
- Provides a foundation for students to achieve success within competitive academic and professional environments.
- Offers opportunities to take courses in multiple modalities and through flexible scheduling.
- Recognizes that student learning must be goal-oriented and strives to maintain an environment that supports responsibility and commitment.
- Instills practices and habits that cultivate academic integrity by promoting the ethical principles established by the college.
- Prepares students for continual achievement in higher education in order to become productive and contributing members of the community.
- Develops academic language skills for native and non-native speakers of English
- Engages in dialogue with faculty who teach credit courses to ensure a seamless curriculum and appropriate transitions.
- Contributes to the College's goal of increasing student retention and graduation rates through data-driven and research-based initiatives.

- Uses objective and subjective measures continually to evaluate students and programs and uses data in a continuous cycle to revise and improve courses and the overall program.
- Understands that individual success is reflected in many ways and that it is ultimately defined by the unique outcome of each individual student