*Minutes*

October 15, 2013 at 10:00 a.m. in I-122

|  |  |  |
| --- | --- | --- |
|  | Present | Absent |
| Dr. Denis G. Wright | X |  |
| Dr. Marie Collins | X |  |
| Dr. Eileen DeLuca | X |  |
| Jeff Gibbs | X |  |
| Dr. Erin Harrel | X |  |
| Dr. Theo Koupelis | X |  |
| Dr. John Meyer | X |  |
| Mary Myers | X |  |
| Dr. Edith Pendleton | X |  |
| Dr. Thomas Rath | X |  |
|  |  |  |
| Michelle Fanslau | X |  |

1. **SB 1720 Update**
   1. Rule change approved effective October 22, 2013. PERT test scores change on October 22, 2013. Cut scores did go up.
   2. Students will be considered exempt or non-exempt. Exempt students will be students who began high school beginning 2003-2004 and graduated with a standard high school diploma. The exemption also applies to active military.
   3. Dr. Wright requested a study from this semester of those students who may still be in developmental courses. According to Dr. DeLuca:
      1. English – 10 sections in spring (about half)
      2. Math – 28 sections in spring (about half)
      3. Reading – 10 sections in spring
   4. 40% of students who are currently in developmental will still be in developmental
   5. For students in Mathematics, they may waive themselves back down into developmental. There will be a mathematics sample sheet showing college-level math problems
   6. Financial aid will still cover developmental courses
   7. MAT 1033 will be the gateway course. Two and a half times as many courses will likely be needed. Students may spend the first week taking practice tests. Students may change courses after a few weeks. Theo asked if MAT 1033 courses could start earlier then the start of the semester.
   8. We have to consider mandatory first day of class attendance. What effect will these changes have on other college functions (e.g. financial aid)?
   9. MAT 0018 may likely be gone
   10. MAT 0028 may not be a traditional class and hybrid sections may become more standard
   11. Will we need more ENC 1101 courses?
   12. This spring we are not going out of our way to advise students that they can do what they want.
   13. As we build the advising for next fall, much of it will be about a student knowing where they should be.
   14. We do have a responsibility as of Fall 2014 to tell students about their options.
   15. There are implications for deans with courses that have prerequisites of developmental courses applicable students will considered college ready.
   16. We want to communicate academic support services for students.
   17. This is a college-wide issue that affects many departments and schools
   18. SLS 1515 will be integral for students to know if they can succeed in college-level courses
   19. Information will be communicated to the board in November and the plan approved in January
2. **Institutional Effectiveness Plans – Schools, Departments, Unit**
   1. We need institutional goals to shoot for when developing institutional effectiveness plans
   2. The President’s Cabinet is helping to develop institutional goals
3. **Curriculum Items – Dean’s Council**
   1. Proposals discussed and approved to move forward
4. **Baccalaureate degree planning**
   1. No one should be working on new baccalaureate degree programs that Dr. Wright has not approved.
   2. Dr. Allbritten wants us to have a close relationship with FGCU.
   3. We can likely only develop only one baccalaureate degree program a year due to resources.
5. **Grant Information Distribution**
   1. Dr. Wright is meeting with Antranette to come up with the process for grants. Dr. Wright will recommend that Antranette create a list of upcoming grants and send it out once a month.
   2. Antranette is not authorized to decide what grants are approved
   3. Dr. Wright is working with Dr. Allbritten about developing a sponsored program office which would have grantsmanship oversight.
   4. Who is in the position and decides the procedure for grants?
   5. Antranette is currently working on a grant to bring students from Peru. Who made the decision to bring students from Peru?
6. **Request for new faculty**
   1. Request from Dr. Collins for EMS. Currently there are only 2 full-time faculty in this program.
   2. Jeff Gibbs would like more full-time faculty teaching at Hendry/Glades in Math and English
   3. Arts, Economics, and History were in the original requests. Possible shift to English.
   4. Difficulty in mathematics with the change in adjunct hours
   5. Elementary Education or introductory education courses
   6. Deans need updated data to make decisions for positions
   7. Deans can request full-time temporary faculty
7. **Presentation: Rona Axelrod (11:15 a.m.)**
   1. Online version of the adjunct portfolio
   2. Rona works with the online adjuncts
   3. Started this process when the college still used CE6
   4. Began online portfolio process in Canvas in 2012
   5. Rona looked at both the faculty and chair sides of the process
   6. There are discussion areas to keep information flowing
   7. Now, it should be recommended that adjuncts use the online process
   8. Dr. Wright stated that it will be a requirement for all adjunct to complete the online portfolio next fall
8. **Other issues**
   1. Program coordinators – start and implementation
      1. Program coordinators can start anytime
      2. If someone is staff and you want them converted to faculty, Dr. Wright’s approval is required. Direct appointments are possible.
      3. Program coordinators may be compensated with a stipend or a release
   2. Do we still have to renew department chairs by February 1
   3. What about course coordinators?
      1. We need to review the responsibilities of deans and department chairs before making course coordinator decisions
      2. What would be the position responsibilities for a course coordinator?
   4. Dr. Wright would like to see some type of financial incentive for full-time faculty who observe adjunct faculty classes
      1. Online courses should be reviewed by faculty as well
   5. Two weeks from now, bring the plan for reviewing adjunct faculty

Next meeting is Tuesday, October 29, 2013 at 10 AM in I-122