

Minutes

Academic Success Department Meeting

September 12, 2014

Thomas Edison Campus, I-122, Collier G-109, Charlotte J 118, Hendry/Glades A106

 1:00 p.m.

**Attendance:** Karen Maguire, Wanda Day, Robert Olancin, Barbara Miley, Melanie LeMaster, Cindy Ewald, Duke Dipofi, Sandi Towers, Monica Moore, Rachel Lieberman, Troy Tucker, Renee Hester, Eileen DeLuca, Joe Van Gaalen, Martin Tawil, Whitney Rhyne, Kelley Newhouse, Dayami Martinez, Elizabeth Yates, Mary Ellen Schultz, Heather Olson, Cindy Campbell, Amber Warren and Kathy Clark.

1. **Welcome**

Dr, Kathy Clark, Associate Dean, Academic Success welcomed everyone to the meeting.

1. **SOAP Committee** - Dr. Clark indicated that a new Standards of Academic Progress Committee (SOAP) Committee has been created and asked for volunteers to serve on the committee. Interested faculty were asked to email Dr. Clark by Monday if they were willing to serve on the committee.
2. **QEP Update**:

1. Dr. DeLuca presented the QEP update. Data presented included a discussion of the student career interest survey. In Fall 2012 student survey results indicated the highest percentage of career interests were in the health sciences area (85%) followed by the business/public service area (45%). Twenty-five percent of the students were undecided in their career paths. Data for Spring 2013 and Fall 2013 yielded similar results. During the Spring 2014 a new career interest survey was piloted. Students were asked to declare a meta-major and the “undecided” option was removed. Data indicated that students remained interested in the health science field, followed by business, social and behavioral sciences and human sciences and then science, technology, engineering and math (STEM). During the Fall 2014 registration cycle, students were asked to declare a meta-major at the point of admission. Data indicated that students remain interested in the health sciences area, followed by STEM, business and arts, humanities, communication, and design. The faculty and administrators discussed the implications of the meta-major preferences and how to use the data to inform course content and activities.
2. Dr. Deluca introduced the new Critical Thinking in Careers Series, which will be available at all campus locations and begin in October. To kick-off the series, Dr. Allbritten volunteered to be one of the first speakesr. Other presenters include faculty and staff from many different departments at the college. (See attached QEP Update ppt). In addition, external speakers include Dr. Christian Parenti who will be speaking on the Collier Campus. Dr. Parenti is an investigative reporter, author and documentary maker. Additional information about Dr. Parenti can be found at http://www.christianparenti.com.

See attached slides for QEP update information.

1. **Adjunct Faculty Mentors –** The adjunct faculty mentor process was revisited and discussed. There were no questions concerning the new process.
2. **Faculty Evaluation (Appendix B) and LOG (Conference by last Monday in September) –** The faculty evaluation plan changes for annual contract faculty and continuing contract faculty undergoing comprehensive reviews for 2014-2015 were discussed. Examples of the LOG were distributed. Joe van Gaalen presented examples of LOGS to the group. Joe also assisted in the discipline breakout sessions in answering questions concerning the LOGS.
3. **Reminders**: Faculty were reminded about the Early Alert and encouraged to use the new online form. The Spring schedule staffing process was also discussed.
4. **Other:** Dr. DeLuca reviewed the General Education Assessment and asked that faculty who would like to participate in the pilot assessment to think about any course assignments or assessments that align with general education outcomes. If faculty would like to participate in the General Education Assessment pilot they would need to then complete the general education template by September 29.

Dr. Clark distributed a draft copy of the new Student Evaluation Instrument and asked that during the discipline breakout session that faculty develop a department question (one each respectively in reading, EAP, and the Cornerstone course).

1. **Discipline Break-out Groups-** EAP, Reading, and SLS faculty broke into groups by discipline to discuss discipline-specific questions to add to the new Student Evaluation Instrument (SEI) and to discuss possible assessments for the General Education Assessment pilot.

The next department meeting is scheduled for Oct. 10 at 1:00 at the following locations: Thomas Edison Campus I-122, Collier G 109, Charlotte J-118, and Hendry/Glades A106.



AGENDA

Academic Success Department Meeting

September 12, 2014

Thomas Edison I-122 – 1:00 p.m.

Collier G-109

Charlotte J-118

Hendry/Glades A 106

1. Welcome
2. SOAP Committee – volunteers?
3. QEP Update
4. Adjunct Faculty Mentors
5. Faculty Evaluation (Appendix B) and LOG (Conference by last Monday in September)
6. Gentle reminders: Early Alert, Spring Schedule
7. Other?
8. Breakout LOG session

The next department meeting is scheduled for Oct. 10.

All meetings are scheduled for 1:00 at the following locations:

Lee I-122

Collier G-109

Charlotte J-118

Hendry/Glades A 106