

Minutes

Academic Success Adjunct Faculty Meeting

January 6, 2015

Thomas Edison Campus

2:30 p.m.

**Attendance:** Heather Olson, Rachel Reinke, Cindy Ewald, Cindy Campbell, John Cantlon, Joe van Gaalen, Keith Staple, Barbara Miley, Sandi Towers, Freida Miller, Gary Rhine, George Harvey, Kelley Newhouse, Karen Maguire, Eileen Deluca, Denise Demo Egbert, Rebecca Harris, Tom Rath. Kathy Clark and Eileen Deluca.

**Welcome:**

Dr. Kathy Clark, Associate Dean, Academic Success welcomed everyone to the meeting. Dr. Clark thanked the faculty for their attendance and asked that everyone introduce themselves to the group.

**Spring Schedule:**

* Still working on finalizing spring 2015 schedule because students are continuing to be added to classes after orientation.
* Few classes had to be canceled.
* Kathy clarified that though there is no final exam in the Cornerstone course, faculty need to be available to the students during finals week by email, phone, or in person.

**Important Dates:**

* 3 Upcoming Community of Practice meetings will take place on January 29th, February 18th and March 26th from 2:30-3:30 in I-122 on the Lee campus and via polycom connection on the other campuses.
* The Spring 2015 Critical Thinking in Careers Series has been finalized. Flyers are available in the student center and on the FYE Events Page.
* If you want your students to attend the Critical Thinking in Career Series during class time, walk them over. Contact Grace via email to check if there’s enough seating available for all students.

**Adjunct Portfolios:**

* Due on Friday February 27th
* See Kathy if you need a copy of the rubric or if you have questions on how it will be scored, etc.
* You can turn in a copy of your portfolio by uploading the separate components of your portfolio onto canvas, or turning in a hard copy.
* Since there are no final exams in this course, provide final student essays in Portfolio.

**Other Important Notes:**

* SIR II’s are expected to be available around mid-January.
* In regards to class cancellations during the semester due to illness or other reasons, please notify Grace, Sherolyn and Renee by phone or email so that they are able to post signs outside of classroom doors. Also, cc Dr. Clark. Please also make sure to notify the students via email.

**Data:**

* Dr. DeLuca led a review of the 2013-2014 annual QEP Report. The complete report is available via the link on the agenda or <http://www.fsw.edu/assets/pdf/fye/qep/assessment/QEP_Annual_Report_2014.pdf>
* Highlights of the discussion:
  + When comparing the report data, it is good to compare similar semesters for most accurate data representation. For example, compare critical thinking journals of summer 2013 with critical thinking journals of summer 2014.
* Critical Thinking Achievement (Journals, Final Essays CCTDI): The trend that is clear to see is that students continue to score well on all CT rubric dimensions but the lowest scores are in “Clarity.” However, this might change in the Fall 2014 because this is the first semester that all first time in college students with less than 30 credit hours have had to take the course. The students overall mean scores on CCTDI continue to show positive gains between pre and posttest administrations. Many of the gains are statistically significant. Dr. van Gaalen has done some extended analyses that will be reviewed by the assessment team.
* Discussion:
  + Sample Journal entries are available on canvas as a reference for grading
  + When grading journals, provide positive feedback (sandwich method). Make sure to refer students to the writing center.
  + Let students know that there are no wrong answers on the CCTDI
  + Encourage students to attend the truth seeking workshops held in the library. A complete schedule of these workshops will be available on the campus events calendar and the FYE events page.
  + Engage students in activities to think critically about their lives. If you feel that they struggle to get students involved in activities to help them improve their critical thinking, continue to share ideas in the community of practice sessions, attend TLC workshop, and work with your mentor or Dr. Clark.
* Success Strategy Presentation: Student Scores continue to meet goals.
  + Communication is very important in group projects. Teach students how to communicate and what the expectations are for group projects.
  + Work on communication strategies before projects are due.
* Technology: Students continue to improve in academic technology.
  + The faculty discussed modeling Academic Technology in the classroom.
  + Scott van Selow has offered to assist Academic Success faculty with academic technology.
* Retention: The data demonstrates that there is a positive significant relationship between taking the course and retention rates of students from term to term. For year-to-year, there is no significant difference in the retention rates. The faculty discussed possible ways to increase year-to-year retention.
  + Sandi Towers discussed the role of collaboration among faculty and students and rapport-building. Students may feel like they are part of a “family” or “tribe” in the first term, but that feeling may fade away. How can the college provide curricular and co-curricular support in the 2nd semester and beyond?
  + Faculty in REA, EAP, and SLS classes are noted for knowing how to use effective retention strategies (e.g. cooperative learning, rapport-building, communication, support). How can we share these ideas with other faculty?
  + What will the role of student activities and increasing sports teams at FSW?
* Student Evaluations: SLS 1515 continue to have mean SIRII scores that are higher than the comparative four-year mean.

**Peer Architects.**

* Dr. DeLuca and Dr. Clark reviewed the “Guiding and Supporting Peer Architects” document.

<http://www.fsw.edu/assets/pdf/fye/Guiding-and-Supporting-Peer-Architects.pdf>

* Some highlights from discussion:
  + Make sure to maintain communication with your peer architects. Communication is the key. Let them know what your expectations are of them.
  + If you have tried to work with your peer architect and are unable to have any success, their supervisors are Linda Johnsen, Tom Carr or Aaron Haack.
  + Peer architects cannot hold class, only a qualified instructor is able to do so. Instructor must be present and cannot tell the students to meet with other students unless they are present.
  + Discourage Peer Architects with sharing evaluative comments about other instructors with you. If they have concerns about an instructor, they need to speak directly to that instructor. If concerns persist, they need to speak with their supervisor.
  + Faculty and peer architects cannot be present during SIR II evaluation. Assign a student to collect SIR II and turn them in at the selected location.

**Other:**

If you have any CCTDI or SmarterMeasure questions see Crystal Revak or Joe van Gaalen.

**SLS, EAP and REA faculty met in “break-out groups” to discuss discipline specific concerns.**

**Reminder:**

* The next department meeting is scheduled for February 13th at 2:30pm at the following locations: Thomas Edison Campus I-122, Collier G 109, Charlotte J-118, and Hendry/Glades A106.