

Minutes

Academic Success Department Meeting

April 10, 2015

Thomas Edison Campus

 H-223 (1:00 p.m.)

**Attendance:** Rebecca Gubitti, Heather Olson, Whitney Rhyne, Kelley Newhouse, Mary Ellen Schultz, Dayami Martinez, Elizabeth Yates, Sandi Towers, Cindy Campbell, Scott Vanselow, Barbara Miley, Joe Van Gaalen. Duke DiPofi, Karen Maguire, Melanie LeMaster, Wanda Day, Troy Tucker, Frieda Miller, Martin Tawil, Robert Olancin, Eileen DeLuca and Kathy Clark.

**Welcome:**

* Dr. Kathy Clark, Associate Dean, Academic Success welcomed everyone to the meeting. Dr. Clark thanked the faculty for their attendance and asked if anyone wanted to share good news/accomplishments.
* Several faculty shared their exciting summer plans which included travel abroad.

**Evaluations:**

* Dr. Clark noted that the evaluations were complete and all portfolios have been picked up and/or placed in campus mail.

**Building H Construction:**

* Dr. DeLuca provided an update on building H construction. Faculty will be moving at the end of this semester. Office locations will be finalized in the near future. In the meantime, faculty can begin boxing up their offices in advance of the move. Faculty were informed to please let Grace know if they need boxes and when they would like their move (phone, computer) to be scheduled. The copier and mailboxes will be moved to S263. Monica and Renee will be moving to Q building. Math labs will be located on the 2nd floor of building Q. The writing center will be housed in the library. Dr. Clark and Grace will be located in S263. Dr. DeLuca and Sherolyn will be moving to building U. Dr. DeLuca informed the group of her new role as Interim Dean of the School of Education.

**College Service Opportunities**:

* Dr. DeLuca distributed a list of the QEP sub-committees and other activities to support the QEP. The list described the purpose of the sub-committees as well as the person(s) who chair (co-chair) the committee. The college is two years in to full implementation of the QEP and some of the committees have been streamlined. Faculty are encouraged to serve on one or more of the QEP sub-committees for the upcoming academic year and/or contribute by leading Cornerstone Trainings or Workshops for students.

**Reading Update:**

* The reading faculty are working on a common definition for modularized reading. The faculty will discuss during their breakout session.

**EAP Update:**

* EAP faculty are adopting new books for the 2015-2016 academic year. During the breakout session, faculty will meet with staff in admissions to discuss the marketing and recruitment of EAP students. Also during the breakout session, faculty will discuss the SLS 1515 requirement for EAP students.

**Cornerstone Updates:**

* Dr. Gubitti announced that the tentative date for the Cornerstone Summer Institute would be June 25 and 26th. The theme this year is Critical Thinking in Financial Literacy. Peter Bielagus will be one of the keynote speakers. Suncoast Schools Credit Union representatives will speak about identity theft and investments. Suncoast Schools Credit Union also offered to sponsor the lunches both days of the Institute. Dr. Gubitti will offer a workshop on Diversity Cards. This is an alternative to the “True Colors” assessment which can only be administered by certified True Colors Trainers. Many other workshops are being planned as well.
* An SLS 1515 boot camp in August is being planned during professional development days.
* During the breakout session faculty will discuss MSSL and changes in the syllabus/Canvas.

**End of the semester Wrap-up:**

* Dr. Clark reminded the faculty that final grades are due on May 6, 4:30 p.m. If faculty do not submit their grades in time they will have to complete a grade form for each student. Dr. DeLuca indicated that submitting grades on time is imperative and failure to do so (barring extenuating circumstances) will be noted in the evaluation process.
* Faculty were informed about the syllabus changes (the inclusion of Title IX language) as well as other changes in the SLS 1515 syllabus that would be implemented in the fall.

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**Discipline Break-out Groups-**EAP, Reading, and SLS faculty broke into groups by discipline to discuss discipline-specific topics.

Minutes submitted by Dr. Eileen Deluca and Dr. Kathy Clark

**EAP Breakout Meeting April 10, 2015**

Those in attendance included: Monica Moore, Tom Buckingham, Troy Tucker, Dayami Martinez, Elizabeth Yates, Robert Olancin, Yareli Medrano, Adela Lozono, Ashley Crilly and Kathy Clark.

During the breakout session, special guests (Yareli, Adela and Ashley) attended so the group could discuss the marketing and recruiting efforts of EAP students. Adela explained the EAP student enrollment process and distributed materials to the faculty so that faculty could see what the students received during their advising session. Faculty and staff worked together to discuss ways in which we could increase EAP enrollment.

The SLS 1515 requirement for EAP students was discussed. Troy and Robert worked on the language to and will send the draft language to Dr. Clark.

Dr. Clark encouraged faculty to complete the SLS1515 .

Submitted by: Kathy Clark

**Academic Success Breakout Minutes:**

1-      Dr. DeLuca provided an update on the Director of New Student Programs. Due to the sudden departure of the Director of NSP, Laura Antczak and Dr. DeLuca have agreed that Whitney Rhyne will serve as chair of the FYE Programs Committee and temporarily to help oversee the peer architect program until a new director is hired. The new director will report to Academic Affairs.

2-      Dr. Tawil provided an overview of MSSL (Mystudentsuccesslab.com). He shared some of the features with the group and answered several questions. The SLS online course has adopted MSSL for the course. The group agreed to adopted the bundles below:

a.       MyStudentsuccesslab PLUS with E text and Printed book:

$57.75 NET to bookstore

b.      MyStudentsuccesslab PLUS with E text (no print):

$36.80 NET to bookstore

3-      Dr. Deluca asked faculty to review MSSL. SLS 1515 instructors will be using the labs for the summer as a pilot. Faculty will choose the features they want to use.

Submitted by: Martin Tawil

Reading Meeting

Thomas Edison Campus, H223

12:00pm-1:00pm and 2:00pm-4:00pm

Those in attendance: Melanie LeMaster, Karen Maguire, Wanda Day

I. Dr. Van Gaalen met with the group and discussed the ways that data can be broken down. He discussed how through the evaluation of data, patterns emerge that can be valuable in planning.

II. The modular format was discussed. We broke the modules down into five modules with 50% of the work on the computer and 50% classwork and projects. It was decided that after taking the pretest, students will be given a reading prescription. They will have to pass their prescribed modules with a 70% and have all work in the module satisfactorily completed in order to test out. In addition, once the prescribed modules are completed by the student, they will be required to take a combined skills test and have a grade of 70% in order to pass the course.

Modular Format Definition: REA 0019 – READING FOR COLLEGE SUCCESS

This is a classroom/ modular laboratory course which is required for students whose reading test scores indicate a need for the development of reading skills. This is an integrated course of literal and inferential reading strategies for improving comprehension, vocabulary, and critical reading skills. The course will consist of five modules which will be a combination of classroom instruction and online instruction. The practice will include a technology –based program.

III. Books and materials were discussed. Melanie and Karen are still exploring materials that can be used in the contextualized course. McGraw Hill has some options as well as Pearson. Also the textbook series we are using, Townsend Press has some readings relating to Health Care. Melanie will contact Townsend Press to see if they will give us permission to use their readings. Karen is contacting McGraw Hill about pricing and the chapters we want from their textbook Contexts.

Respectfully,

Melanie LeMaster