

Information item/question about ordering Shirts long sleeve dress shirts
For suite jackets we need small lapel pins
Crime Scene T-shirts with new logo? Lab Fees
Business Cards for faculty?

Dream Spark account – Andy Blitz Office 2013 available to all SOBT students and employees account for 3 years just email Professor Blitz.

Tom Rath:

Long list of GANT charts

Project Management

FALL syllabi process went very well. Difficult because of the name change over the summer.

For next year fall Syllabi we need develop a process that can be addressed prior to summer

Process front loaded as much as possible.

Easier to subtract than to add if the class doesn't make

Spring should be easy because we are all here date to come within one week via email

Adjunct portfolio process will be addressed via email

Textbook adoptions must be universal and well discussed the textbooks and the educational materials that go along with the class software access code cards etc....

Word of warning curriculum actions are being accelerated New changes are being front loaded and must be done by December this year.

Development of new programs must begin now so all the actions can be In by December.

Formal information: Project management approach to textbook selection a timeline is being developed the old process stated that in the FALL we discuss the new adoptions in the Spring we make the final decisions.; GANT chart will address the timeline conversations must be made prior to our winter break.

Hoffman pointed out that we need to be communicating with Online so course shells can be coordinated.

Rath aspires to have all textbook adoptions complete by the end of the Spring semester

Faculty mentors are asked to stay and meet with Rath prior to break out

Worch asked about LOG Meyer addressed that the portfolio is being updated SEI (student) Professional development activity LOG specific and measurable area of improvement or focus find an area where it's been difficult to articulate an outcome to a student and identify a way to attempt and improvement. The end goal doesn't have to have a successful result it just has to be a tangible workable and measureable.

Break out Meetings by discipline:

TechU-107

BusU-109

Law & Public Safety-U110

Meeting Adjourned at 3:00 pm