

Academic Success Department Meeting Minutes

Feb. 12, 2016

 1:00 p.m.– 2:30 p.m.

U-102

**Attendance:** Kelley Newhouse, Melanie Le Master, Karen Maguire, Wanda Day, Cindy Campbell, Heather Olson, Dr. Martin Tawil, Robert Olancin, Troy Tucker, Mary Ellen Schultz, Dr. Sandy Towers, Dr. Duke DiPofi, Dr. William Gillespie, Adam Millis, Barbara Miley, Whitney Rhyne, Scott VanSelow and Dr. Kathy Clark.

**Welcome:**

* Dr. Clark welcomed everyone to the meeting.
* Faculty shared their successes and accomplishments.

**Updates:**

**Scheduling Information:**

* The latest spring enrollment numbers were shared with faculty. It was noted that the Monday, Feb. 8 enrollment report indicated that FTE continuing enrolled students from the fall was up 4.5%.
* The summer schedule is staffed. Additional classes may be added due to demand.
* The fall schedule will be placed into the system this week. The new class time blocks will be implemented in the fall. Faculty were asked to be checking their email for staffing opportunities.

**Discipline Updates**:

EAP Faculty noted that attendance seems to be improving in their classes.

REA faculty mentioned that their general education revision was complete and ready for review.

SLS faculty planned to meet to discuss the general education plan during the breakout session.

**FYE Programming:**

Professor Rhyne provided information about the online GPS workshops that are now available to students. One of the online workshops includes critical thinking videos that students can watch and then take a quiz at the conclusion of the video. Assignments are graded each week and a student will get a certificate of completion if they successfully pass the quiz. Also mentioned was the cornerstone fundraiser which will focus on the homeless in our service area. The Charlotte campus has already raised more than $1 per student. Professor Rhyne indicated that the cornerstone photo contest had over 80 photo submissions. The voting will conclude on Saturday. Suncoast Credit Union is going to be on campus during the week of Feb. 29-March 3 to provide a session focusing on thinking critically about financial literacy. Suncoast will also sponsor a financial literacy essay contest again this semester. Whitney distributed a peer architect recruitment flyer and encouraged faculty to submit names of students who might be a good candidate for the peer architect position.

**Other:**

* Dr. Clark discussed the importance of submitting leave slips for absences and indicated that faculty who take their classes to another campus event during class time to be sure to post a note on the door as to where the class could be located. Security needs to know in the event someone may be trying to reach a student or the faculty member.
* Early Alert- the goal is for faculty to submit by Feb. 26. Grace will send out a reminder.
* Progress Monitoring Reports will be sent out the week of Feb. 15. Please be sure to complete the report should you get a request to do so. Dr. Clark distributed the new College Operating Procedure (03-0602) concerning class attendance and excused absences.

The next date for the community of practice and department meeting will be April 8.

**Discipline breakout session:**

Before the groups broke out into their disciplines, Dr. Clark reviewed the General Education Course Competencies, Learning Outcomes, and Objectives PowerPoint that Dr. van Gaalen, Dr. DeLuca and Professor Ransford presented during the professional development day workshop. The Faculty Worksheet for Course Outline Roman numeral IV was distributed. Each group then broke into their disciplines to discuss.

Minutes submitted by Dr. Kathy Clark