

Department Meeting
Friday, April 13, 2018 1:00 – 3:00 PM
Thomas Edison Campus, Building U, Room 106

	Present	Absent	Excused
Administration			
Dr. Thomas Rath, Interim Dean	X		
Department Chairs			
Andrew Blitz	X		
Leroy Bugger	X		
Mary Conwell	X		
Dr. Richard Worch	X		
Faculty			
Jim Barrell	X		
Vincent Butler	X		
Alisa Callahan			
Dennis Fahey			X
Matthew Hoffman	X		
Deborah Johnson	X		
George Kodsey	X		
Tim Lucas	X		
Michael Nisson	X		
Cynthia Wilson-Orndoff			
Jennifer Patterson	X		
Anita Rose	X		
William VanGlabek	X		

	Present	Absent	Excused
Staff			
Tom Carr			X
Jill De Valk	X		
Lisa Dick	X		
Ivan Guerrero	X		
Steve Kelly			X
Mark Morgan	X		
Al Nault			X
David Sundby			X
Other Staff			
Adjunct Faculty			
Janet Harvey	X		
Dr. Sandi Towers	X		
Guests			

Welcome: Dr. Rath, Interim Dean of the School of Business and Technology welcomed all in attendance. Stated that the new Dean will begin her duties at FSW on July 2, 2018.

Department Updates:

- During the technology programs breakout, Dr. Rath has specific items for the group to discuss
- Syllabi templates for 2018-19 will be available at the end of May
- SoBT was awarded a grant totaling \$25,000 from LCEC. The grant is \$5,000 per year for five years and has unrestricted use. The money could be used to sponsor travel or promotional materials. Dr. Rath requested to think about small items that would help advance student learning or promote a new program.
- Advisory Committee Meeting Thursday, April 5, 2018:
 - The Risk Management Program was discussed

- The Air Frame and Power Plant program is on hold for now. We will try to revisit again. The coordinator's position is up on April 15, 2018.
 - Tallahassee is presently focusing budgets on programs promoting school safety for K through 12, so colleges and universities are receiving a nominal increase of \$3 per student.
 - Professor Blitz and Professor Bugger informed their groups regarding a possible new program, an AS in Data Analytics. The response was overwhelmingly positive.
 - Two of the Advisory Committee members offered the possibility of their companies providing internships or externships for computer and civil engineering programs.
 - The Public Safety members discussed the possibility of offering a new certificate in crime analysis.
 - Professor Conwell mentioned that in the Paralegal breakout session, the need for promoting the Paralegal Studies program was discussed. Professor Conwell suggested that they could use LCEC grant funds to pay for the promotion.
- Active Shooter Training Workshops: The workshops were pragmatic but perhaps the issue needs to be addressed in a town hall-like setting where questions could be answered. Former Chief of FSW Police Rick Parfitt recently moved on to the Lee County School District to assist with their new school safety initiatives being implemented. A discussion ensued regarding whether the issue has been discussed by the Faculty Senate and Union. The comment that it is an administrative issue to ensure a safe workplace. Another comment was expressed that FSW needs to have a director of security and that we do not have anyone actually in charge of this issue.
 - Department chairs – please send form to the faculty member responsible for changes to Canvas shells due to textbook changes by April 16, 2018. The deadline to let FSW Online know what needs to be updated is July 1, 2018.
 - Desk copies will be available in May.
 - Deadlines:
 - Summer syllabi – Due on or before May 7, 2018
Full Time faculty email to Dr. Rath
Adjunct faculty email to department chairs
 - Fall Syllabi – Due on or before August 17, 2018
 - Office hours for Fall are due by August 20, 2018
 - Reminder: If you are not going to be on campus this summer, please remember to check your email and voicemail before you leave for students who may have questions. Grades are due by 12:00 PM on May 4, 2018, which is also the last duty day and Commencement ceremony.
 - Dr. Rath and Lisa will be watching enrollment and will try to give as advanced notice as possible for Summer and Fall cancellation of classes.
 - Since Dr. Psihountas will be beginning as new Dean on July 2, 2018, Dr. Rath thanked everyone for their patience while he was interim Dean. The School of Business and Technology is uniquely different than other academic departments and he appreciates that faculty and staff were supportive during this time.

The meeting was adjourned to the individual break-out sessions.

