Faculty Senate
Meeting Minutes
Friday 2/15/19

1:00 – 2:00 PM

Locations: Thomas Edison AA 177, Charlotte E 105, Collier G 109, H/G A 106
Quorum 43 attending

i. Agenda Adoption: moved by Prof. Elizabeth Whitmer; seconded by Prof. Rona Axelrod, passed.

ii. Minutes Adoption

    a. 1/18/2018 approval of the minutes: moved by Prof. Jill Hummel; seconded by Prof. Andy Blitz, passed.

iii. Action Items:

    a. Amend bylaws IV 3.3 to:

        After the nomination period expires, electronic ballots will be sent out to all fulltime faculty for a vote. The voting period will be open for two weeks. Motion to adopt by Prof. Alisa Callahan; seconded by Prof. Andy Blitz; passed.

    b. Based on the recommendation of the Technology Committee: The Senate endorses the use OER at FSW. Motion to adopt by Prof. Peggy Romeo; seconded by Prof. Sabine Eggleston; motion passed.

iv. Committee / College Updates:

    a. Learning Assessment Committee – Dr. Caroline Seefchak. Could not attend today.

    b. Curriculum Committee – Dr. Mary Myers. Could not attend today but presented a written report (attached).

v. Information Items:

    a. Association of Florida Colleges – Maisy Adams. Ms. Adams introduced the FSW Chapter of the Association of Florida Colleges, which is open to all employees. She hopes the organization can help create a sense of community for all employees.

Benefits of membership include opportunities to attend conferences and workshops, advocate for legislative changes, and participate in service projects. The chapter can make employees' interests know to our lobbyist, Matt Holliday. Upcoming events include Faculty-Staff Appreciation, with free tickets for employees to a Feb. 23rd FSW basketball game, an April 4th Conference, and two faulty and TLC awards. E-mail Maisy at afc@fsw.edu, if interested. Let her know what you would like to see.

b. Proctorio update. Prof. Martin Tawil noted that a recent survey of faculty and students on Proctorio, by AVP Jason Dudley, was discussed by the Faculty Senate Executive Committee, and our concerns were conveyed to Interim Provost Eileen DeLuca. There were concerns about the survey: that many people were not invited to participate; that usage results were inflated because syllabus quizzes were included; and that the survey did not adequately express faculty 's concerns. Prof. Tawil noted that he had discussed the possibility of an ad-hoc committee with Interim Provost DeLuca, or possibly a subcommittee of the Academic Technology Committee, to investigate Proctorio and look into alternatives. We need to know if this is the best product out there, and how faculty feel about it now that we have been using it for a longer period of time. We need adequate faculty input on Proctorio.

c. FSW e-learning structure. The concern is that e-learning reports to Information Technology and Jason Dudley, when it should be part of the college's academic structure. Prof. Tawil noted that he and Prof. Frank Dowd had raised the matter with Interim Provost DeLuca, noting that e-learning should report to the Provost. This matter will be on the agenda for the next meeting of the Faculty Senate Board with the Interim Provost. We will be discussing this further with her. Prof. Tawil also noted that the college is considering changing its administrative structure to include two AVPs, adding an additional one for workforce programs. No decision on a final structure has been made since there are a number of full-time administrative vacancies at present, and the position of Provost has yet to be filled.

d. Safety update. Prof. Tawil noted that faculty are concerned, and would like to be alerted to potential student troublemakers or dangerous students in their classes. The matter was brought to the attention of the Interim Provost.

e. PD Funding. Interim Provost DeLuca announced that she is looking for more money for Professional Development and promised to find some.

f. Adding classes after semester starts. Late additions and potential disruptions were discussed with the Interim Provost DeLuca, as many of these students do not do well and affect student success rates. Possible solutions would be to require a faculty signature before a student can add a class, and to put a

hold on students to prevent them from re-registering for classes the next semester after they had failed four classes. We need to weed out the repeat offenders. There should be tighter rules and shortened add or drop times for mini semesters. Discussion ensued over the possibility of lengthening the mini semesters, and not have the "dead week" between mini semesters.

vi. Faculty Updates. Prof. Feemster noted that the latest edition of The Compass, the student newspaper, is available.

vii. New Business. The issue of faculty being able to add computer software was discussed, as many desire that IT not lock down computers so that simple updates require a visit from IT.

viii. Motion to adjourn by Prof. Tim Bishop, passed.

Minutes by Frank Dowd

Attachment: Curriculum Committee Updates, February 15, 2019

Curriculum Committee Updates

- Nominations for chair and vice chair will be made at the March 1 meeting. Those nominations will be forwarded to the Faculty Senate for an April vote.
- The registrar let the chair and vice chair know that the new software, Curriculog, is now fully ready to use. The committee will meet in a computer lab in April to preview the process. We suggested that there be several trainings during duty days in fall for chairs and faculty who will be using the online process.
- New Certificates (7 new Certificate Programs)
    - Youth Development Services CCC
    - Human Services Generalist CCC
    - Digital Media/Multimedia Production CCC
    - Child Development Specialization CCC
    - Inclusion Specialization CCC
    - Preschool Specialization CCC
    - Risk Management and Insurance Management CCC
- New Courses (20 new courses)
    - LAH2022 – Modern American History
    - ART2600 – Introduction to Electronic Art
    - ART2601 – Intermediate Computer Art
    - ART2616C – Digital Art and Animation
    - DIG2100C – Web Design I
    - DIG2118C – Digital Graphic Design
    - GRA2183C – Typography Studio
    - EEC1319 – Portfolio Development and Performance Observation
    - MGF1113 – Mathematics for Teachers
    - OCE1013 – Marine Science
    - PSY2146 - Abnormal Psychology
    - CRW2300 – Introduction to Poetry Writing
    - AMH2035 – History of the United States in the Cold War Era
    - ISS2153 – Introduction to Popular Culture
    - ENC1130 – Improving College Writing
    - SOW2013 – Introduction to Social Work
    - NUR2195 – Introduction to Pharmalogical Nursing
    - NUR2145 – Pharmalogical Nursing
    - ITA1120 – Elementary Italian I
    - ITA1121 – Elementary Italian II