

Social Sciences Department Meeting
Friday, March 27, 2020 – 10am-11:30am
Zoom Link: <https://fsw.zoom.us/j/315481249>
Meeting #: 315-481-249

Agenda/Meeting Minutes

Attendees:

Alexandra Nikishin, Bruno Baltodano, Eric Seelau, Harold Van Boven, Juan Ginarte, Mark Herman, Matt Vivyan, Phil Wiseley, Sabine Maetzke, Sheila Seelau, Terri Housley, Jacque Davis, Lauren Madak, Leslie Bartley, Randy Moffett, Dawn Kulpanowski, Tom Donaldson, Brandon Jett, Camille Drake-Brassfield

1. Chair meeting with Dr. DeLuca:

- a. Building closures
 - i. Locked as of Thurs (3/26); can enter with Bucs card or call public safety
- b. Virtual office hours
 - i. Let students know how/when you'll be available; 10 hours contractual for full-time faculty (submit online office hours to Wendie)
- c. Zoom/remote synchronous scheduling
 - i. Hold zoom/remote instructional meetings with students during scheduled class time
- d. Late drops
 - i. Some students may not have the means to connect (or may be experiencing extenuating circumstances) and will likely opt to request a late drop once they are able to reconnect to the college. If any of them reach out to you, and if you think what they have missed is beyond quickly catching up, let them know they can request a late drop
 1. The Late Drop Form is available under Helpful Forms on Registrar's page (tell students to be very specific on the form as to why they cannot complete the course)
 - ii. GRADES: Students need to get the grade they've earned; not the grade they had prior to the COVID transition. Also, keep in mind that pass/fail grades transfer as a C or F, and therefore, might not be an ideal option.
- e. Committee work
 - i. Still need to be actively involved in the committees we are on (remotely)
- f. Chair election
 - i. All names you put forward will be compiled; DeLuca will send out a call for an official vote soon, so keep an eye on your email
- g. Summer schedule
 - i. We've received dispensation from SACS to engage students remotely as we are doing during for SP20 only

- ii. Summer online courses must be designed and taught by FSW certified online faculty
- iii. There will be three cohort Canvas Certification courses facilitated before summer start. Names we'll put forward (starting with full-time faculty first, then will move to adjuncts):
 - 1. History: Lauren, Matt, Tom
 - 2. Pol Sci: Bruno
 - 3. Econ: Randy, Juan Carlos
 - 4. Psych: All faculty are certified
 - 5. Soc: Phil is certified
 - 6. Ant: n/a
- iv. eLearning will be facilitating staggered cohort certification courses; 2-3 cohorts will receive certification before SU20
- v. Adjuncts (summer) can teach up to 12 credits in a mini semester, and up to a total of 21 credits for the entire summer

- h. QEP topic identification
 - i. That committee will meet via Zoom next week; all four topics will be given a platform to unfold
- i. Hiring freezes
 - i. Directive from Executive Counsel and President; temporary; doesn't include faculty hires for positions already posted
- j. Sharing our story
 - i. What are we doing to help community? Share newsworthy story with G. Turchetta's office: marketing@fsw.edu

2. COVID-19 Transition: Concerns, questions, ideas, successes

- a. Student concern: Safety and mental health
 - i. Jacque (Asian students may be concerned for safety)
 - ii. After MHM Committee meets next week I will send out info on Mental Health contacts and various supports – please share w/your students
 - iii. The Counseling center is offering FREE Telehealth appointments. Appointments can be made by calling (239) 985-3448, or emailing Counseling@FSW.edu
 - iv. Active Minds Canvas page will be published soon (goal = early next week)

3. Psychology Assessment/Textbooks:

- a. Set up separate psychology department Zoom meeting to discuss results?
 - i. *Terri will send Joe V's PSY assessment update to all F/T psy fac*
- b. Textbooks: DEP 2004 (roll to next ed), CLP 1001 (roll to next ed), SOP 2770 (Dawn, Leslie, and I are exploring a new book option)

- c. FYI: Abnormal Psychology received approval prefix change (to CLP 2140), will go into effect Fall 2020.

4. **Other Business:**

- a. For student services can a procedural “how to do this online” list be provided (via email, updated webpages, and social media...students not checking emails)
 - i. Withdrawal
 - ii. Late Drop
 - iii. Academic advising
 - iv. Counseling
 - v. Academic support
 - vi. Adaptive services
 - vii. Registrar services
 - viii. Etc.
 - ix. NOTE: Some departments not answering phone (e.g., registrar); what is being done to maintain phone communication?
- b. Leslie will be available to help those in Canvas online certification course
- c. SOS every semester (in new contract?)
- d. Fall 2020 outlook—cancel F2F vs. convert to online???
- e. Rising Star—please recruit students who you think would be ideal for the honors program by sending them the Rising Star evite you receive via email next week.
- f. Confidential issues for DE students in Zoom/remote? Leslie will look into with Roz
- g. Accommodations—be sure to meet student accommodations online
- h. Common course assessments—those who typically distribute in class w/scantron are not required to distribute electronically in Canvas this SP20.
- i. Continuing contract—will the process change in FA20?