

SCIENCE DEPARTMENT MEETING MINUTES*

FRIDAY, APRIL 10, 2020

Location: Online (SCOPE) Discipline Groups

A&P/HSC Discipline Group

FACULTY	PRESENT	ABSENT	EXCUSED
Anzalone, Jerry	x		
Fay, Erik	x		
Handte, Gordon	x		
Hepner, Roy	x		
Hermann, Henry	x		
Hooks, Ed	x		
Koepke, Jay	x		
Mason, Gregg	x		
Mera, Leonel	x		
Samaliazad, Esmaeel	x		
Vala, Teju	x		

ADJUNCT FACULTY

Eric Trathen	x		
Ralph Laudan	x		

BIO/MICRO/NUTRITION Discipline Group

FACULTY	PRESENT	ABSENT	EXCUSED
Cameron, Angus	x		
Donini, Jordan	x		
Gaidos, Gabriel	x		
Hermann, Lisa	x		
Ottman, Tina	x		
Romeo, Peggy	x		
Slisher, Jessica	x		
Trevino, Marcela	x		
Ulrich, Melanie	x		
Verga, Vera	x		

ADJUNCT FACULTY

Sandra Tirado	x		
Nina Infantado	x		
Ann Mantell	x		
Nimmi Prabhu	x		
Judy Robinson	x		
Helena Kashleva	x		

CHEMISTRY Discipline Group

FACULTY	PRESENT	ABSENT	EXCUSED
Commendatore, Eric	x		
Gaidos, Gabe	x		
Hilton, Kim	x		
Liu, Qin	x		
McGarity, Lisa	x		
Pasishnyk, Serhiy	x		
Xue, Di	x		
Zalessov, Valentin	x		
Don McGarey	x		

ADJUNCT FACULTY

Katherine Longmire-Perez	x		
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ENVIRONMENTAL/OCEAN/EARTH SCI/GEO Discipline Group

FACULTY	PRESENT	ABSENT	EXCUSED
Cameron, Angus	x		
McKenzie, Jonathan	x		
Porter, Emily	x		
Sauer, Mike	x		
Donini, Jordan	x		

ADJUNCT FACULTY

Roz Jester	x		
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PHYSICS/ASTRONOMY Discipline Group

FACULTY	PRESENT	ABSENT	EXCUSED
Coman, Marius	x		
Coman, Luminita	x		
Manacheril, George	x		
Paudel, Yadab	x		
Don McGarey	x		

Discussions

<i>Discussions</i>		
<i>No.</i>	<i>Topic</i>	<i>Highlights</i>
1.	<i>Breakouts into Discipline Meetings</i>	<p>For the April 10th meeting, disciplines within our department met separately to discuss textbooks. Each discipline group met via group conference in SCOPE. Minutes for each group were submitted to Peggy Romeo for compilation into a single document to be uploaded onto the Document Manager.</p> <p>The minutes for each of the five discipline-group minutes are itemized in the following table.</p>
2.	<i>Next Meeting</i>	The next meeting will be during Fall 2020 Professional Development Days.

Discipline Group Discussions

No.	Group	Highlights
1.	<p>Physics/Astronomy Meeting was facilitated and minutes were prepared by <i>Marius Coman</i></p>	<p>EVALUATION FORMS: Dr McGarey explained how the review process of the evaluation forms will proceed going forward.</p> <p>ONLINE CERTIFICATION OPPORTUNITIES:</p> <ul style="list-style-type: none"> • All physics/science professors are online certified • Yadab is currently enrolled in Dev101 • The Dean specified the rules required for faculty wishing to enroll in <ul style="list-style-type: none"> • DEV101: DEV1001 is a requirement for faculty wishing for developing new online courses • Dr McGarey, the Dean of our School contributed/answered questions regarding the development of new online courses • Dr McGarey mentioned that the development of new online courses should go through the eLearning group • New online courses needing development: PHY2053, PHY2054, PHY2053L, PHY2054L. • Yadab mentioned PHY2053L is practically identical to PHY2048L and PHY2054L same as PHY2049L George mentioned he developed online versions for AST2002 and for PHY1020; they are master courses <p>ASSESSMENT: the results of the Fall 2019 assessment reports were reviewed. Highlights from the PHY2048 assessment report and the ISC1001 report were discussed. For ISC1001 no changes were suggested.</p> <p>Goal: For PHY2048 an activity will be developed to emphasize Student Learning Outcome #1.</p> <p>Action: The new activity will be implemented in the Fall of 2021 semester.</p>

Discipline Group Discussions

No.	Group	Highlights
2.	<p>Biology/Micro/Nutrition</p> <p>Meeting was facilitated by <i>Jessica Slisher</i>, and minutes were prepared by <i>Nina Infantado</i></p>	<p>Meeting started at 1:00 PM. Jessica went over the TO DO TOPIC list on PPT:</p> <p>ONLINE CERTIFICATION OPPORTUNITIES:</p> <ul style="list-style-type: none"> • Cohorts - Cohort 1 (ASAP for Summer 1 and A 2020 online classes), Cohort 2 (Summer B 2020), Cohort 3 (Fall 2020) – No dates as of yet, but will hear from TLC. • IF you want to be certified - Full time faculty received the following email from Peggy Romeo last week. • If you wish to join a group and haven't responded yet, do so soon! If you have already contacted her after the email, then you'll be contacted soon by the TLC when/how to begin. • To be certified to teach online courses this fall, your option is Cohort 3. If you are not on the list and are interested in the training, please let Peggy know ASAP. • As of now, only adjuncts have been placed in this cohort, but full-time faculty will have preference. Our number one priority is to ensure that you will be able to make your full-time teaching load. • Faculty who have already completed the certification for online teaching do not need to retake the course. • Online teaching certification does not necessarily mean you can develop a course, it only makes you eligible to teach an online course that has already been developed. Once you are certified, if you want to develop your own course or a master course, you can request to join the DEV 101 course. <p>REMINDER FROM DR. MCGAREY: Evaluation forms and follow-up meetings - will find time to meet and evaluate each faculty</p> <p>FINALIZATION OF GOALS:</p> <ul style="list-style-type: none"> • Vera Verga - will do Microbiology goals separate with micro folks as there is a few of us Melanie and I working closely on an online course so we can get it sorted. Melanie Ulrich and Ann Mantell agreed. Results from Micro: <p style="text-align: center;">Proposed Goals for Microbiology MCB2010C for Fall 2020/Spring 2021</p> <ol style="list-style-type: none"> 1. Based on the fact that in Fall 2019 only 11 out of 14 sections completed the common final, we will strive for 100% compliance in completing the common final assessment for analysis. 2. Continue to monitor that the 9 learning outcomes that improved from Spring 2019 to Fall 2019 are maintained or determine if the improvement was an anomaly. 3. Monitor to see if there is an improvement of the 50% average for LO12 since it was a newly added objective.

		<p>4. Continue to monitor the common final for at least two more years since the additional questions were added before making any determinations.</p> <ul style="list-style-type: none"> • Lisa Hermann – Requested for Zoom meeting this summer. Refining and approve learning outcomes for BSC1005L (need to tone down previous meeting outcomes). Then focus on finalizing common final for approval. • Marcela Trevino/Jessica Slisher – went over BSC1010 Common Assessment Goals were posted from Spring 2019. No common final making it difficult to complete assessment. Rollover the goals? Everyone agrees. Not enough data to assess (only from Fall 2019). Jessica added the files in the group folder <p>QUESTIONS/CHATROOM CONVERSATIONS</p> <ul style="list-style-type: none"> • Nina Infantado – Lab switch to online in preparation for worst case scenario for Fall 2020. • Marcela Trevino – Suggested Lab activities using Connect. • Nina Infantado – Converted remaining lab worksheets this semester to online version for 1010L. Suggested kits from Carolina (maybe expensive) in Fall 2020 to help student have more hands-on opportunities. • Peggy Romeo – Fall 2020 online courses will not switch to ground courses in the same semester • Vera Verga – Mentioned that Fall 2020 registration gives students expectations to go ahead with ground, which may be a problem with many students dropping later on. Only two professors are trained and certified to teach online for Micro, so Fall 2020 maybe a problem. • Judy Robinson - So Peggy should we prepare are courses for fall adaptable to online or ground? Such as PowerPoints with voice over etc. Just to be prepared for changes – Peggy Romeo answered and said it’s best to be prepared. • Marcela Trevino – Shared information: Jacob Gregory Learning Technology Representative Higher Ed Group; C: 239-834-7296 jacob.gregory@mheducation.com; McGraw-Hill Education Southwest Florida mheducation.com • Tina Ottman added that for 1010/1011 – Jacob will extend and maintain access for students by sending a code (need to be requested). • Marcela Trevino – Can we contribute to community through collaboration by creating a website with helpful information from faculty regarding corona virus.
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Discipline Group Discussions

No.	Group	Highlights
3.	<p>Chemistry</p> <p>Meeting was facilitated, and minutes were prepared, by <i>Qin Liu</i></p>	<p>ONLINE CERTIFICATION OPPORTUNITIES: Eric, Valentin, and Serhiy are working on the certificate of online teaching, hopefully can obtain the certificate in a short time. And then all full-time chemistry faculty will be able to teach online courses.</p> <p>COMMON ASSESSMENT: We will find a suitable common assessment tool for CHM2032 in this coming academic school year. Currently this is the course taught by only one faculty.</p> <p>Discussion based on most recent common assessment result:</p> <ul style="list-style-type: none"> • CHM2025: we will not make change for this semester • CHM2045: we will make some modification • CHM2046: we will make some modification • CHM2210: we will make the question a bit more challenging <p>Discussion based on most recent common assessment result:</p> <ul style="list-style-type: none"> • CHM2025: we will not make change for this semester • CHM2045: we will make some modification • CHM2046: we will make some modification • CHM2210: we will make the question a bit more challenging • Serhiy is working on modification of learning outcomes for CHM2045 <p>Eric suggested to have by-pass test for CHM2045 since some students are qualified to take CHM2046 without CHM2045; We will discuss this idea again in our next meeting.</p> <p>FINALIZATION OF GOALS:</p> <ul style="list-style-type: none"> • Beat the covid-19 and survive the new semester • All chemistry faculty will get the certificate for online teaching • We will revise the common finals based on the assessment results <p>ANNOUNCEMENT FROM DON MCGAREY:</p> <ul style="list-style-type: none"> • Lisa's retirement party is not cancelled, it is just postponed • Our school will send a survey to faculty, it is about the online teaching during pandemic • CHM2045-online and CHM2046-online will be developed Kim and Di respectively; and will be offered during this coming summer • There will only be online courses offered in this summer • Faculty's contracts will be sent later than usual • Please remember to submit form 1 and 3 to Don if you didn't do that yet <p>SPECIAL ACKNOWLEDGEMENT: Lisa has been serving at FSW for more than three decades; she has been always enthusiastic and professional in teaching and</p>

		college service. We will see her in the farewell party soon and wish her a wonderful retirement.
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Discipline Group Discussions		
No.	Group	Highlights
4.	A&P/HSC Meeting was facilitated, and minutes were prepared by <i>Leo Mera</i>	<p>ONLINE CERTIFICATION OPPORTUNITIES: We spoke about the certification process. Dr. McGarey joined the meeting and answered some questions on the issue. We spoke about the different cohorts, course development.</p> <p>COMMON ASSESSMENT: We looked at the reports and agreed nothing should be changed.</p> <p>FINALIZATION OF GOALS: We are still trying to deal with the problem at hand, finishing this term teaching online</p>

Discipline Group Discussions

No.	Group	Highlights
5.	<p>Environ/Ocean/ Earth Science/ Geology</p> <p>Meeting was facilitated, and minutes were prepared by <i>Jon McKenzie</i></p>	<p>DR. MCGAREY UPDATE: He's working on getting through everyone's forms,</p> <p>ONLINE CERTIFICATION OPPORTUNITIES: Gus and Jordan are in Cohort 3 to get certified, everyone else is already certified for online teaching.</p> <p>FINALIZATION OF GOALS:</p> <ul style="list-style-type: none"> • Goals for 19 were partially met, EVR assessment was created and was going to be implemented Spring 2020, pushed back to Fall 2020 due to online only learning. • ESC is getting outcomes reworked/new book for Fall 2020; assessment will be created over the summer. • Marine Science courses will work on their assessment for implementation for Spring 2021. Emily mentioned EVR SWFL has some rewording that needs adjusting for their assessment, she and Mike will make the changes over the summer. <p>OTHER CONCERNS: Roz asked about new ESC lectures that need to be added to Articulate for online work starting in Fall 2020. She and Mike broke out into a separate session to address these issues.</p>