

SS Department Mtg – Fall 2020
August 19, 2020 – 2:15pm-3:45pm
<https://fsw.zoom.us/j/96342072689>
Meeting ID: 963 4207 2689

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

Welcome back!

Recognition and accolades:

- Dr. Leslie Bartley
 - Since April around 200 faculty have completed the Online Certification (a bulk in SoAHSS) and since July 15, 150+ faculty have completed the new Live Online Certification
 - Updated DEP 2004 master course

- Dr. Brandon Jett
 - End of Spring 2020, voted Faculty of the Year at H/G
 - Social Justice and Resistance Panels
 - SFI & FPDD—Using Destigmatizing Language to Decrease Microaggression
 - Book release set for Spring 2021

- Dr. Camille Drake-Brassfield
 - Social Justice and Resistance Panel
 - SFI & FPDD: Decolonizing Syllabi to Foster and Create Classroom Community
 - Let's Talk About it Panel (Student Engagement)

- Dr. Bruno Baltodano
 - Social Justice and Resistance Panel
 - New advisor to the FSW Newspaper
 - Received grant from Latin America Caribbean Studies to create a course; preparing course proposal; Dr. Sheila Seelau will inform Dr. Baltodano of new Curriculog digital process; I will forward his proposal to the department for review and endorsements.

- Dr. Jackie Davis
 - PhD conferred!
 - SFI—Adapting our Teaching and Learning
 - SFI—De-escalating Strategies Developed by the National Council of Behavioral Health
 - MHFA Virtual/Blended certification

- MHFA w/public safety
- Professor Dawn Kulpanowski
 - FPDD—Naming the Elephant in the Room
 - MHFA Virtual/Blended certification
 - Let’s Talk About it Panel (Student Engagement)
- Dr. Sheila Seelau
 - Curriculum Committee Chair—updated curriculum process: Curriculog
 - SFI—Adapting our Teaching and Learning
 - FPDD—When are Accommodation Requests Unreasonable?
- Terri Housley
 - Updated CLP 1001 and SOP 2770 master courses
- Who else/what else?
 - DEV 101? Online teaching certif (Growing w/Canvas)? Online Live Certif (Blooming w/Zoom)? A few faculty completed the DEV 101 and online teaching cert (all SS f/t faculty are certified to teach online), several took Blooming w/Zoom (refer to tracking site for those who are certified)
 - Juan Carlos interested in conducting an econ study with students; will submit proposal to IRB

Initial Granting Committee:

- Lauren Madak
 - Selected member: Sara Dustin
 - Member 2: Sabine Maetzke
 - Member 3: Bruno Baltodano

Housekeeping:

- Updated Adjunct Mini Portfolio Process (streamlined)—see attachments
- AY 2020-2021 Academic Calendar—see attachment
 - SS Department meetings scheduled for second Friday of the month 9:30-11:30am via Zoom (9/11, 10/9, 11/13, 12/20, 1/8, 2/12, 3/12, 4/9); I will send out an Outlook invite with the Zoom link, which is also listed below:
<https://fsw.zoom.us/j/93168457930>
 Meeting ID: 931 6845 7930
- COVID Reporting
 - Students: Encourage them to report to the Dean of Students via “Report COVID-19 Cases” link at top of FSW website. Faculty can contact Dr. Bukowski, Dean of

Students directly to report student cases (FERPA has an exception for health and wellness)—be transparent that you plan to report case to Dean of Students.

- Faculty: Report to the Dean's Office and HR
- Syllabi (send to just me)
 - COVID-19 Syllabi Language:
Students must follow the social distancing guidelines as elaborated by the faculty to include following any and all directions for seating and moving around the classroom. Properly worn face coverings (shielding nose and mouth) are required in classrooms. Social distancing, face coverings and good hygiene (specifically hand washing) are critical elements for safety of all. Students enrolled in classes where close contact between persons is likely may have additional Personal Protective Equipment (PPE) requirements on campus and in clinical sites as elaborated by the course instructors. Absolutely no eating or drinking is permitted in the classrooms. The College is committed to making reasonable modifications to its rules, policies, and practices as required by law to afford individuals with disabilities equal opportunity to access its programs, services, and activities.
- Teaching fully online?
 - If you are preparing to teach your first asynchronous *online* course be sure to submit your request for a copy of the FSW Master Online Course to be imported into your empty Canvas shell. Please use the form: [Request a Course Import](#) to provide your CRN and course name and number. These are available to support your instruction and reviewed to ensure they meet online course quality standards.
- Teaching Blended, Live Online or Live Flex courses?
 - The FSW Instructional Design team has prepared Canvas course shell templates that include important resources specific to each modality. Log in to Canvas and click Commons in the main menu to review the templates and import them into your course. There is a wealth of other shared resources here that are available for you to use. This guide will help you learn [How To: Copy Content from Canvas Commons](#).

Other Business:

- Portfolium
 - The new ePortfolio process; F/T faculty will transition from using Canvas for ePortfolio submission to Portfolium. All faculty must get trained in Portfolium before receiving an account. We will all receive an invitation (soon) to complete the training depending on when we are scheduled for review.

- Assessment—Dr. Eric Seelau
 - Our department needs to “close out” what we learned from last year’s assessment. Dr. Seelau will send out full report and summary to each discipline. A point person from each area (see below) will collect feedback, comments, and ideas about updates/changes from everyone in that discipline and send to Dr. Seelau.
 - Point Person for each Gen Ed discipline
 - POS—Bruno Baltodano
 - ECON—Randy Moffett
 - HIST—Tom Donaldson
 - SOC—Phil Wiseley
 - PSY—Eric Seelau

Notes: The following attachments were emailed to all F/T faculty on 8/18/20:

- Meeting agenda (includes the Zoom link)
- AY 2020-2021 Academic Committees Schedule

- Updated Adjunct Portfolio documents for those who serve as adjunct mentors (guidelines, appendix, checklist, two observation forms)