

School of Education Department Meeting

Friday, October 9, 2020

10:00 a.m. via Zoom

Present: Dr. Anne Angstrom, JoAnne Devine, David Koehler, Dr. April Fleming, Dr. Julia Kroeker, Dr. Regina Miller, Laura Osgood, Elizabeth Perdomo, Dr. Joyce Rollins, Dr. Kelly Roy, Dr. Caroline Seefchak

- I. Approval of September 11, 2020 minutes: Regina Miller moved to accept the minutes of the September 11, 2020 SoE meeting as distributed. JoAnne Devine seconded the motion. The motion carried and the minutes of the September 11, 2020 meetings were approved and placed on Document Manager.
- II. **Administrative Announcements/Updates:** A. Fleming
 - a. Spring 2021 schedule has been completed using the same five modules as Fall 2020.
 - b. A Deans, Directors and Chairs Retreat will take place in December 2020 and the Summer 2021 schedule will be discussed at that time.
 - c. There has been an increase in COVID-19 cases on campus. The Dashboard on the website has the numbers. Faculty, please continue to be diligent with emails to students so we can track and trace new cases. FSWC-Lee had one case but the student has since withdrawn from the high school.
 - d. Initiatives: A School of Ed Newsletter committee has been formed: Regina Miller, Caroline Seefchak, Kathie DiLascio, Laura Osgood and April Fleming. The name of the publication is "Teacher Tribune". The first edition will be published on November 20, 2020. Please send articles to Laura Osgood no later than November 6, 2020 for inclusion. Issues will include ECE, ELED, ESOL, Reading, Advisor section, student spotlight. Ideas for student spotlight should be sent to Laura. Going forward the newsletter will be published twice in the Fall semester, twice in the Spring semester, and once in the Summer semester.
 - e. SoE is live in the following social media forums: Instagram, Twitter and Facebook. Please send any information you would like included to Laura for Instagram and Twitter, and to Joyce for Facebook.
- III. **Special Guest:** Greg Turchetta spoke about the FSW Marketing Department and how the SoE can utilize them.
- IV. **Committee Reports:**
 - a. **Academic Standards:** Julia Kroeker reported discussing Academic Misconduct and college-wide policies. The committee will be reviewing several COPs each meeting and update as needed. We are still revising a draft of the faculty teaching family recommendations.
 - b. **Faculty Senate:** JoAnne Devine reported on standing committees and teaching modalities for Spring 2021.
 - c. **Learning Assessment:** Caroline Seefchak reported:
 1. The AY 2020/2021 Gen Ed Assessment Plan is underway for "Communicate" and "Evaluate": courses for gen ed assessment have been selected and emails have been sent. Any questions about the process - ask C. Seefchak, or and/or direct them to Joe van Gaalen, Elijah Pritchett, or Team AASPIRE.
 2. There will be a LAC Professional Development Session on October's PD Friday: Friday, October 23, 2020 at 10:00am - 11:00am there will be a discussion panel on the "Communicate" competency; the same day at 11:15am - 12:15pm there will be another panel on "Evaluate." This will be a chance for faculty

to learn more—especially those who have been selected for assignment samples. Faculty can register on FSW's TLC website.

3. Syllabus Revisions - "Syllapalooza" (it is hoped that it not called that) is underway: In spring, LAC and AASPIRE will be hosting sessions with deans and chairs to review course learning outcomes. Faculty are encouraged to become part of this by reviewing their own course learning outcomes, reviewing the CREATIVE acronym, and discussing with chairs and among each other how well their course outcomes fit the content of their courses. LAC will be working on this throughout the academic year.
4. The Communication Department will be holding a series of transdisciplinary workshops: This six-session workshop series, "Communication Matters," will focus on best practices, including learning assessment, from the Communication discipline. These sessions will address strategies to effectively engage students by offering techniques and strategies from the Communication discipline.
- d. **Curriculum Committee:** Regina Miller reported no new course proposals, 9 informational/action items for course changes in Art, Journalism, Creative Writing, Florida History, and Computer Science. A Curriculum Canvas shell to be created to access information.
- e. **Professional Development:** Anne Angstrom reported the committee met on October 2. Chair Sarah Lublink informed that the PD funding for 2020-21 academic year totals \$39,892 due to a rollover from an endowment. Deadline for submitting proposals for the January-March funding cycle is November 27, 2020.
- f. **Quality Enhancement Plan Committee:** Anne Angstrom reported the committee met on September 15, 2020. Committee members were sorted into sub-committees that will research and discuss ideas for opportunities in the areas of 1) common gen ed assignments; 2) capstone projects or portfolios; 3) courses or programs; and 4) student and community research projects. Anne met on September 30 with Brian Page and Anita Rose to discuss common gen ed assignments. Three additional full-committee meetings will be held in October and November. The continued charge is to review research and other QEPs that address trans- and interdisciplinarity, as well as the ways in which FSW is already facilitating transdisciplinary communication.
- g. **Faculty Coordinator for the TLC:** Anne Angstrom reported the Southwest Florida Symposium on Teaching and Learning, a partnership with FGCU, will be held virtually February 4-5, 2021, featuring a keynote speaker on February 4 and a full day of workshops/presentations on February 5. The theme is "Building Connections in Virtual Environments". The call for proposals is scheduled to go out this week with a submission deadline of November 6.
- h. **ADaptive Services:** Kelly Roy reported discussion regarding concerns with COVID related to ADA requirements. Also discussed faculty flexibility with accommodations. Two trainings will be held on PD Friday, October 23, 2020. Please sign up on the TLC calendar
- i. **General Education Advisory Committee:** Kelly Roy reported the following:
 1. Submit guidance documents drafted in 2019-2020 to Curriculum and Faculty Senate for review and approval. These documents provide guidance for designating a course "General Education", "Writing Intensive," "International/Diversity Focus," etc.
 2. Report on the study of "Oral Communication" completed by the SHP and the Communications faculty regarding the feasibility of meeting the Speech/Oral Communication general education requirement in alternative ways.
 3. General education course and syllabus review (in collaboration with LAC and Curriculum).
 4. Determine the 2020-2021 professional development activities sponsored by GEAC. Last year's Spirit-ED discussions were successful and robust, and we need to move forward with Professional Development in the virtual context.
 5. Continue to work with OBOC and the QEP steering committee. Prof. Ransford will continue to serve as liaison to the OBOC committee, and Dr. Harris will serve as liaison to QEP.
 6. Begin work on the faculty general education video project.
- j. **OBOC:** Joyce Rollins reported: The committee is discussing the next OBOC Book for Fall 2021. Any suggestions can be sent by November 20.

V. **Field Experience:** Elizabeth Perdomo reported:

- a. CT total for Fall 2020 is \$15,715.00, she is receiving paperwork through October 15, 2020.

- b. Job Fair will take place on Friday, October 23, 2020, 10:00 a.m. – 2:00 p.m., will stagger students 5 at a time. Lee, Collier, Manatee, Glades, Charlotte, Hendry Counties City of Cape Coral Charter, and Charter USA will attend.
 - c. FE Application for Spring 2021 semester was sent out on October 1, 2020, due date is October 15, 2020.
 - d. Currently creating spreadsheet for Spring 2021 placements.
 - e. ECE: asked Kelly Roy to submit possible dates to meet with Lee County School District in reference to the ECE students completing hours in District schools. Elizabeth advised Kelly that if she had any student who needs school sites to visit for Spring 2021, please let Elizabeth know.
- VI. **Enrollment Updates:** D. Koehler reported on his activities for ELED and ECE recruitment including:
- a. ELED:
 - 1. Attended Lee County and Collier County conference calls.
 - 2. Conducted 12 GKT prep appointments and 3 IRP meetings.
 - 3. One student has been admitted for Spring 2021 cohort.
 - 4. Held Zoom session with Professor Alvarez's lower division class
 - 5. Attended Chalk and Wire meeting for field experience.
 - 6. Worked on 3 credit review packets.
 - b. ECE:
 - 1. 22 advising sessions.
- VII. **QEP Update with special guest Rebecca Harris:** Rebecca reported the main focus of QEP is AA level. She asked for information about how the Bachelor's level can support as well.
- VIII. **Goal Update:** L. Osgood
- a. Laura reported on the ELED and ECE goals update (report attached).
- IX. **Success Rate:** Laura Osgood reported on the success rate and grade distribution by course (report attached).
- X. **New Course Syllabi and EDE 3315:** Anne, Caroline, JoAnne and Joyce will meet to discuss the common assignments for new courses. JoAnne is preparing the new version of EDE 3315.

The next faculty and staff meeting will be held via Zoom on Friday, November 13, 2020 at 10:00 a.m.

The meeting was adjourned at 12:20 p.m.

/kdl