School of Business & Technology Department Meeting
Friday, February 14, 2020   1:00 – 3:00 PM
Thomas Edison Campus, Building U, Room 106

	Present	Absent	Excused		Present	Absent	Excused
Administration				**Staff**			
Dr. Debbie Psihountas, Dean	X			Jessica Barnett			X
Jennifer Baker, Associate Dean	X			Judy Dantes	X		
Department Chairs				Jill De Valk	X		
Dr. Mary Conwell	X			Lisa Dick	X		
Dr. Mary Myers	X			Al Nault			X
Dr. Jennifer Patterson	X			Christopher Renda			X
Dr. Richard Worch	X			Caroline Siefert			X
Faculty				**Other Staff**			
Leroy Bugger	X			Adrian Kerr	X		
Krissy Cabral		X		**Adjunct Faculty**			
Alisa Callahan	X			Barb Perrine	X		
Matthew Hoffman	X			Barbara Peat	X		
Deborah Johnson	X			Janet Harvey	X		
George Kodsey	X						
Tim Lucas	X			**Guests**			
Melinda Lyles	X						
Michael Nisson	X						
Anita Rose	X						
William VanGlabek	X						
Dr. Roger Webster	X						

Agenda/Minutes
School of Business and Technology
Business/Accounting Breakout Meeting
Friday, February 14, 2020
U 106 (Lee Campus)

Attending: Dr. Jennifer Patterson, Chair, Professor William Van Glabek, Professor Leroy Bugger, Professor Alisa Callahan, Dr. Anita Rose, Dr. Timothy Lucas, Evan Foster, Follett – FSW Bookstore

I.   Selection Committee Update
Briefly discussed the most recent updates regarding the possible transfer of an internal candidate for the impending opening for an Accounting Professor. The most recent communication from Robert Taylor with the FSW Human Resources Department stated, "No movement on ACG, waiting on the powers that be to confirm how to move forward with Tawil while still adhering to the CNA". (The name of the internal candidate was not mentioned in the department meeting – discussion included the previously scheduled, but cancelled, selection committee meeting. There was no discussion about the candidate).

II. Mentoring – (deadline February 28th)

Reminded mentors that the deadline for adjuncts completing the adjunct portfolio is February 28, 2020. Mentors were asked to gently remind the adjuncts about the deadline.

III. CREATIVE Review – (deadline April 30th)

Discussed the upcoming April 30th syllabus review scheduled by the Provost. The review will include consideration of the General Education Competencies currently designated to ensure each designated competency represents the course. It was requested that each instructor reviews the designated competencies for their courses in preparation for the April 30th meeting.

IV. Textbooks
    A. 2020-2021 Adoptions

Everyone reviewed textbooks for courses in which they are qualified to teach to determine if any changes or updates are needed. Follett representative, Evan Foster, was available to assist with questions and to provide insight into alternatives to ensure the most cost effective course materials are provided for the students.

V. New Business

Possible scholarship funds from the Schultz Foundation were discussed, especially as associated with the certificate programs. A certificate for QuickBooks, as well as the Entrepreneur certificates were mentioned as possibilities. In addition, students lacking only a few of the courses towards completion of a certificate should also be considered for the possible scholarships.

Computer Science Department

Department Meeting: Friday, 02/14/2020, 2:00 pm – 3:00 pm

Faculty	Present	Absent	Excused
Dr. Deborah Johnson	X		
Dr. George Kodsey	X		
Professor Melinda Lyles	X		
Dr. Mary Myers, Chair	X		
Dr. Roger Webster	X		

Staff/Guests
Barbara Perrine, Adjunct Professor
Matthew Hoffman, Professor Business
Dr. Debbie Psihountas, Dean

Agenda

    I. Meeting Minutes Approval
    II. CGS1100/CGS2108
    III. IBM
    IV. Textbooks
    V. General Education Syllabus Review
    VI. BAS

Meeting Minutes

I. Meeting Minutes
   a. Minutes from January were reviewed
   b. Minutes approved
II. CGS1100/CGS2108
   a. The classes are over 90% equivalent
   b. Faculty support a memo to the provost requesting equivalency
   c. AS and Certificates in Programming will be able to use either class to meet requirements
   d. Dr. Myers will provide a memo to Dr. Psihountas
III. IBM
   a. Professor Hoffman and Dr. Psihountas joined the meeting to discuss an opportunity with IBM
   b. There are IBM badges available in various tech areas. IBM trains 3 faculty for a week in New York. Faculty can then return to their campus and offer Continuing Education or integrate the content into academic courses. Students can test for the badge.
   c. Three top choices: Cybersecurity, Data Science, Cloud Computing
   d. Dr. Psihountas will continue discussions with IBM regarding timing
   e. Funding would be through Professional Development

IV. Textbooks
   a. Thanks to all for their though and quick work on textbook selection
   b. The department is ready to submit to Lisa Dick
V. General Education/Syllabus Review
   a. There may be a college-wide syllabus review in April
   b. Departments are encouraged to examine the General Education competencies and see if any others now apply
VI. BAS
   a. The faculty met to review the courses that are needed for revamping the BAS- Information Systems Technology degree.
   b. Computer Programming faculty will look at those courses
   c. Networking faculty will review their new courses
   d. The goal is to submit the updates in time for the April curriculum committee meeting

Meeting adjourned at 3:45 pm