**Academic Success Department Minutes**

**September 11, 2020**

**12:00-1:30 pm**

**Via Zoom**

**I. Good News and Dean Updates**

1. **Prof. Maguire noted that students are complying with safety rules.**
2. **Prof. Olancin reported that Zoom is working well and that he is getting resources for his class.**
3. **Prof. Davis said class is going well and that Peer Mentors are helping.**
4. **Dr. Teed requested that all faculty attend the forum.**

**II. Fall/Spring Schedule**

1. **Dr. Page noted that Spring 2021 scheduling will start soon and reiterated that faculty should attend the forum to determine preferred modality. Dr. Page requested feedback on what is and is not working.**
2. **Zoom Rooms are available on each campus for students who are having difficulty connecting to Zoom from home.**

**III. Committees**

1. **Curriculum Committee – Prof. Olancin reported there is a new way of submitting called Curriculog. Training is scheduled.**
2. **Professional Development - Dr. Nicholas reported that while funding did not carry over from last year, there are currently funds available for professional development for 2020/2021. There are many virtual conferences occurring this year and faculty are encouraged to submit requests to attend. The committee is also encouraging faculty to develop presentations in their areas of expertise that can be offered as professional development opportunities through the TLC.**
3. **Academic Standards Committee – Prof. Maguire reported on Proctorio. The committee will work with professors on disciplining students who have cheated using Proctorio. There was further discussion on the labor involved with reviewing tapes and student getting around the Proctorio system.**
4. **Academic Technology Committee - Dr Ring reported that the committee meeting is next week.**
5. **OER Committee – Dr. DiPofi reported that the committee is full.**
6. **Calendar Committee – Vacant at this time.**
7. **Learning Assessment Committee – Dr. Hester shared a power point detailing information on the charge of the committee. This committee does college-wide assessment for any professor and also does effectiveness plans. They offer professional development for assessments. General Education competencies were reviewed. For 2020/2021, the competencies are “Communicate” and “Evaluate.” EAP, REA, and SLS will be evaluated.**
8. **One Book, One College – Dr. Schultz reported that E Books codes were sent out this week to students. Dr. Schultz asked faculty to remind students to access it. Events upcoming include OBOC lecture on Economics in the Pandemic. Additional OBOC activities are forthcoming through Zoom. The committee is currently working on selecting a new book for next year.**

**IV. Professional Development**

1. **Cornerstone Modules will be presented on 10/23/20**
2. **The next PD Friday is 9/25/20**
3. **The deadline to complete Blooming with Zoom training is 10/27/20**
4. **Full time faculty are to schedule Portfolium Training**
5. **Adjunct Faculty Guidelines were attached as an Appendix. FT faculty are mentors for Adjuncts. Prof. Maguire is awaiting a list of Adjuncts in need of mentorship and will send it to faculty when it is available.**

**V. QEP Briefings**

**a. Dr. Harris or Dr. Cameron will attend the next Academic Success Dept. meeting**

**VI. Gen Ed. Assessment**

1. **Communicate and Evaluate are the competencies to be assessed. Please refer to the attachment and Dr. Hester’s power point. All Academic Success Programs will be evaluated. There will be random selection of artifacts.**
2. **Strategic Direction, QEP, Return to Campus Plan, Compliance with Face Covering, Illness Reporting – COVID is a Health and Safety concern and it is not a violation of HIPAA to report student illness so we can report it.**
3. **COVID Awareness – Be sure that rooms are up to the standards that the College says they will maintain and report violations to Dr. Teed.**
4. **SENSE Survey- Comes to classroom from Dr. Van Gaalen’s office to provide information on SLS class.**

**VII. Assessment Data for Compliance Assist - Dr. Hester said that we will use the focus groups for SLS. We need a story about why we are doing what we are doing. Programs should let Dr. Hester know if anything needs to be changed.**

1. **REA: Had a developmental accountability meeting. Success rates went down when classes were combined into one regardless of level.**
2. **EAP: Classes are going well. Students have adapted well to all modalities. Students are complying with social distancing. Attendance is excellent. Success rate went down when classes were combined into one regardless of level. Angie added discussion on stigma associated with learning disabilities**
3. **SLS: Classes are being offered in all modalities and students have adapted well to learning in the various ground and online formats.**

**VIII.**  **Advising Update**

1. **No updates**

**IX.**  **Student Engagement - Catherine Gorman provided the following updates:**

1. **All events will be done virtually**
2. **This has been the best start to the semester**
3. **It is worth having students go to events such as Voices of Liberty**
4. **Extra classes are being added for Mini Fall B**

**X.**  **SLS**

1. **Prof. Olson reported that the current online Master Shell is a combination of many things. Prof. Olson suggested creating a Discussion Board to alert faculty when things need updating and on how to change items in the shell.**
2. **Prof. Olancin requested scheduling Virtual Meditation for his class with Prof. Lampos and Prof. Olson**

**NOTE: Next Department Meeting is October 9, 2020, 12:00-1:30pm. On Zoom.**

[**https://fsw.zoom.us/j/94718353424**](https://fsw.zoom.us/j/94718353424)

**Future Dates: October 9, November 13, *December 11*, January 8, February 12, March 12, April 9**