**Academic Success Department Meeting Minutes**

**Aug 18, 2021** 2:00 PM – 3:30 PM

Location on Lee Campus: N-210

Zoom link: https://fsw.zoom.us/j/86315995349

1. Good News:
	1. New Canvas Shell – Many thanks to Prof. Olson for developing the new SLS shell. The rubrics issue is resolved. Faculty should see Dr. Ring’s email with instructions on how to correct it
	2. Community of Practice – Revisions have been made. Thanks to Dr. Schultz for initiating this revision over the summer.
	3. New faculty – Mentors have been assigned to all Adjuncts at this point.
2. Introducing new adjunct faculty:
	1. Collier: Andy Hahn and Mayo Coates
	2. Lee: Cecil Scott, Kathleen Reilly, David Poisson and Jacob McAbee
3. Dr. Teed and Dr. Page updates:
	1. There is an Adjunct meeting from 5:30-7:30 on Zoom on Thursday, August 19, 2021
	2. Academic Dishonesty issues – Refer any that occur to Dr. Teed
	3. Guided Pathways – Information is forthcoming
	4. QEP – Faculty are asked to consider how Cornerstone fits in with Capstone

1. Spring Data Updates - Dr. Van Gaalen:
	1. SLS- A brief overview of data trends was done. There have not been any focus groups since FA 2019. Spring 2020 showed high achievement; and Fall 2020 showed low achievement. Surveys show improvement in working in groups over time; time management remained constant; and note taking and critical thinking decreased. Since 2017, the QEP Assessment Committee was removed from SLS. SLS faculty are encouraged to select one unexplained data point to work on for the year.
	2. Reading and EAP should also select a data point to work on for the year.
	3. Anyone interested in Assessment should contact Dr. Van Gaalen in room S281-D through December 2021.
2. Committee Updates:
	1. Curriculum Committee – Dr. Evans is the new representative. The first meeting will take place on Friday, August 20, 2021. Dr. Evans will bring up the possibility of eliminating SLS 1101.
	2. Professional Development Committee – The next meeting is scheduled for September.
	3. OBOC – Dr. Schultz e-mailed information to everyone on the new book. All students have access through libraries E-Reserves and can use it for 3 hours at a time. There are two print versions on each campus. Faculty may request a copy from Dr. Schultz. Upcoming events include an Essay Contest, Workshop Series, and Book Chats.
	4. Academic Standards Committee – The next meeting is scheduled for September
	5. Learning Assessment Committee – The next meeting is scheduled for September. Effectiveness Plans are complete. CCTDI will no longer be given and Focus Groups are suspended through the pandemic. New 2021/22 plan needs to be done. SOS surveys were down with below 50% response rates across the board. We should decide before next breakout what we want to review. Suggestions include effects of the new rubrics for Journals for SLS and differences between F2F and online for REA,
	6. Academic Technology Committee – Proctor U will be piloted this fall so anyone interested in participating on the pilot group should e-mail Jason Dudley ASAP. Dr. Jester shared information on Blackboard Ally. Canvas Quizzes will change to New Quizzes by next school year. Faculty Certification for Modalities and deadlines were shared.
	7. Dedicate to Graduate - Start-of-Term Check-In Survey will go out to students August 31, 2021. An Extra Credit assignment for this has been added to SLS COP.
	8. QEP – Creative Connections: Breaking Barriers Across Disciplines. There are changes to timeline. The IDS course will have two calibration sessions in Spring 2022, and full Capstone for Collegiate in Fall 2022. Faculty applications to teach Capstone will be due in Spring 2022. PD sessions with Prof. Katie O’Connor and Dr. Matt Vivyan, are forthcoming.
	9. Mental Health Matters – The next meeting is scheduled for September.
	10. IDEA – The next meeting is scheduled for September.
3. Peer Mentor Information - Catherine Gorman:
	1. All classes are staffed. Some Peer Mentors will be supporting online only as not all students are comfortable being in class. Nevertheless, they are all still active.
	2. Faculty are encouraged to review the Peer Mentor handbook for duties and expectation
	3. PMs should at minimum send out Weekly reminders. They will have full training early in the semester.
	4. Faculty should reach out to Catherine as needed and should review the COP for suggestions on how to use PMS.
4. FSW Anchors Initiative - Jackie Beard:
	1. Shared Anchors Program power point, which is an internally funded Student Affairs initiative based on SSS/TRiO. Over half of FSW students fit the criteria. The goal is to get students connected to support with outreach on a weekly basis. The program will help students to navigate transfer and job seeking. Mentoring is 8 times per year to check on student. E-mail Jackie if interested in becoming a mentor; to refer students; and to advise on challenges students are facing.

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1. ADAptive services, accommodations, and Bucs CARE - Angie Hartsell:
	1. Recording is no longer on the Accommodations form with the new law.
2. Blackboard Ally:
	1. This tool has been installed on Canvas to assist with checking accessibility.
3. COVID Common Scenarios:
	1. Dr. Ring has a COVID-19 Common Scenarios Guide in the C.O.P. Academic legislation says we cannot have language on the syllabus about prohibiting recording.
4. Cornerstone Institute:
	1. Survey to all SLS Faculty – Dr. Ring will send it out in a few weeks.
5. Linkedin Learning - Resumes and Trainings:
	1. Dr. McClinton is a proponent and FSW has a license for this tool which can be used in the Career Module. There is a link in Portal.
6. Start of Semester Reminders:
	1. Syllabus submission deadline – August 21, 2021
	2. Canvas Shell Publish Date (can publish now, auto-publish on August 23 at 8 am)
	3. Welcome emails to classes
		1. Can contact with CRN@bucs.fsw.edu
		2. Consider sharing Student Start-up Checklist and Buc Card online submission info (for online students)
	4. Submit office hours form to Dr. Page (full-time faculty)