

Faculty Meeting Minutes

May 19, 2020 10:00 a.m. – 11:50 p.m.

Attendees: Karen Molumby, Carol Chapman, Clori Atkins, Yessenia Iglesias, Nancy Schuette, Richard Olitsky, Deb Lux, Magdaline Britto and Brenda Schwing.

Excused: Natalie Schmidt and Jami Ware

Zoom Meetings –Tuesday at 10:00-12:00 <https://fsw.zoom.us/j/92151167983>

1. **BASDH Letters** – Student BASDH letters were reviewed for Trinh and Valeria were approved. There may be two more letters for next week to review.
2. **Course Online training Requirements**
 - New quiz feature – align outcomes option allows more flexibility with quiz question.
 - DEV 101 is a course we will all need to take concurrently with developing the Mastery Course. The Mastery course enables the college to permit usage by another faculty member in the event of the original creator is no longer employed with the College.

The DEV course will require other faculty members throughout the College to grade each new online for course depth and content.

 - Vocabulary terms may be an option for those instructors who provide instruction to the freshman students. This may help familiarize students with the new terminology.
 - Learning activities have been developed already in most of our courses. As instructors take the DEV 101 course, learning activities need to be converted to be handled either as group activities, synchronous zoom meetings or another method of delivery.
3. **Reconnect Task Force Training** –
 - a. Stage 2 – faculty and staff are to report by June 16, 2020 unless approved to work remotely from home. Vulnerable populations will need to contact either Adam Millis or Jana Sabo to identify what is the necessary paperwork for approval.
 1. HR and the Equity officer will meet with the faculty and/or staff to discuss their situation and determine what option category will be identified as a method to be employed and maintain future employment.
 - b. Stage 3 – The ReConnect task force will begin to discuss this stage to identify what issues need to be addressed. The goal is to have all faculty, staff, students, and the public back on campus for the fall semester.
 - c. Equipment purchases and floor plan – Facilities, IT, Atlanta Dental and FSW finance department have been informed of the requirements needed clinical operations this fall. A tour with each department was conducted last Thursday to explain what changes need to occur in the dental clinic.
 - d. Eaglesoft – Nancy talked with Eaglesoft to identify if an IPAD and/or surface pros can be compatible with eagsoft to eliminate contamination of check-in materials. Karen will meet with Jason Dudley to identify what software processes can be implemented to eliminate current issues.
 - e. COVID-19 Manual- Yessenia, Brenda and Nancy updated us on their progress with the COVID-19 manual. They have gathered 14-pages of materials and steps to implement with our return to clinic. This manual has continuous changes that are constantly moving on a daily basis. Further

discussion will need to occur in the coming weeks to ensure all steps have been included in the manual.

- f. Training video will need to be created to discuss all new changes.
 - g. NO equipment will be used in fall that create an aerosol. HVE suction will be added to each unit and the air will be turned off for the air/water syringe.
 - h. Course Fall Schedule – The college states will either be open 6-days/week or not at all. The ReConnect team will be providing recommendations to the executive council. If the College is forced to close their campuses, hopefully the health professions programs can conduct laboratory courses on campus. The key is for us to be prepared for either our plan A or D.
4. **Dental Hygiene Class of 2022 update** - One student has declined their seat for fall. We have had five students have not completed a CBC/drug screening or they have declined their seat. The student from the Class of 2021 will be contacted since they are the next alternate.
5. **Simulation- Exercise examples** - Faculty were asked to review current cases in the Program Review Course. The goal is to continue to add case study options to this course in the event we will need these simulations exercises this fall.

Respectfully submitted by Karen Molumby