

Minutes

Friday 9/17/2021

1:00 – 2:00 PM

Locations: online via Zoom

Meeting ID: 921 0095 3877

Passcode: 671667

- i. Agenda Adoption: motion to adopt by Frank Dowd, second by Jill Hummel; motion passed.
- ii. Minutes Adoption
 - a. 4-16-2021 approval of the minutes: motion to adopt by George Manacheril, second by Alessandro Cesarano; motion passed.
- iii. Action Items:

Confirmation of elections:

TLC Coordinator (3-year term ending 2024)

Sandra Seifert: motion to approve by Angus Cameron, second by Judith Sweeney; motion approved
- iv. Committee / College Updates:
 - Curriculum Committee, report by Chair Sheila Seelau: Curriculum Committee leadership is closely monitoring potential state-mandated changes to AA, AS, and baccalaureate programs resulting from Summer 2021 legislative actions. Dr. DeLuca has apprised us that FSW catalog language does not undergo immediate modification following legislative actions. To become binding on Florida State Colleges and Universities, legislative bills must be codified by the state Department of Education (FLDOE) into Florida Administrative Code (FAC) Rules. Several FAC Rules are being rewritten to incorporate legislative mandates at this time, including applications of Civic Literacy and General Education Core competencies. The Office of the Provost will notify campus leadership when final Rule language and instructions have been received from the DOE. This is anticipated sometime in October. At that point, catalog and curricular changes reflecting the updated rules may be submitted to Curriculum Committee for review.

Faculty in programs anticipating effects may begin drafting Program Change Proposals, but please do not Launch such proposals in Curriculog *until further notice*. Curriculum Committee will announce any Calendar updates, including revised submission deadlines and meeting dates, and other procedural changes as necessary to accommodate Program Change Proposals reflecting state mandates. (Text submitted by Sheila Seelau, Chair.)

- Professional Development Committee: Sarah Lublink, Chair, could not be present but faculty are reminded to check e-mail for upcoming application deadlines.
- Academic Technology Committee. Chair Ellie Bunting noted that a survey would be going out to faculty about teaching modalities, and that new E-Learning coordinators have been approved.
- Academic Standards. Chair Melanie Ulrich noted that the committee is working on the academic conduct policy and updating policies on cheating and ethics. Martin Tawil noted that over the summer, the Faculty Executive Committee made recommendations for streamlining and placement of several online reporting forms.
- General Education Council. Chair Don Ransford reported that the committee has expanded membership to include all disciplines. They have collaborated with Curriculum Committee to develop criteria and a process for recommending courses to be designated as gen-ed. The committee plans to review existing courses using the new criteria. The gen-ed requirements for the AA degree are being revised, in coordination with the flex model and the new pathways system at FSW. The writing intensive designation will now be available for all courses. It was noted that any changes must be in accordance with state law.
- Learning Assessment Committee. Chair Elijah Pritchett noted that this year “think” and “investigate” will be the two categories the committee will concentrate on. There are upcoming professional development workshops to address these categories. It would be good to attend these if your course has been noted for review. These two categories are the same to be addressed in the QEP.

Upcoming LAC PD:

Friday, 9-24-2021

Reviewing “Evaluate”: Analyzing Results of General Education Assessment, AY 20/21 – 9AM-10:45 AM

Reviewing “Communicate”: Analyzing Results of General Education Assessment, AY 20/21 – 1:00 PM- 1:45 PM

Friday, 10-29-2021: Assessing “Investigate”: Preparing for General Education Assessment in AY 21/22 -1:00 PM-1:45 PM

Assessing “Think”: Preparing for General Education Assessment in AY 21/22 -2:00 PM-2:45 PM

- QEP Update. Chair Angus Cameron noted that the Curriculum Committee has approved the creative capstone course, IDS 2891. The class will be required for the AA degree, beginning in 2022-2023. The committee met with the advisory group from SACSCOC this summer. Three pilot courses will be taught at Hendry-Glades, Lee, and Charlotte locations. In October we will have an onsite visit from SACSCOC, who will visit all campuses as well as programs in the designated high schools. Applications to teach IDS 2891 are due by October 10th.
- OER Committee. Chair Arenthia Herren made note of the Florida Sunshine Catalog, which lists all classes in the state which make use of OERs and have no textbook costs. There will be a professional development in March of 2022 for faculty who wish to incorporate OER resources into their courses.

v. Information Items:

- Midterm Grades Pilot– Whitney Rhyne, Director of Strategic Initiatives. Her group is discussing the possible use of a midterm grade, with the purpose of alerting students as to how they are doing in a class. As of now it is in the idea stage and functionality can easily be incorporated in Canvas.
- Climate Survey. Martin Tawil is preparing to launch the survey mid- to late October.
- HB 233. Adaptive Services recently announce that students no longer need to request permission to record faculty lectures. It was noted that blanket announcements such as these should best come from a higher authority.

vi. Faculty Updates

Dr. Scott Ortolano – Upcoming TLC Events are as follows:

Oct. 11th--Community of Practice in Instructional Technology- Clueless?... "As if"---Adding Knowledge Checks to Your Online Courses: <https://www.fsw.edu/trainingcalendar/register/12604>

Oct. 14th— FSW Speaker Series—Dr. Akiko Yoshida, “Hate Crimes Against People of Asian Descent: Background, Impacts, and Lessons for a Better Future” (Please bring your students!)— https://fsw.zoom.us/webinar/register/WN_ljiVCya8SF28EVeDhjO5Sg

Oct. 15th—Community of Practice in English, which is open to all faculty and will focus on how to teach in Flex environments: <https://www.fsw.edu/trainingcalendar/register/12588>

- vii. New Business. It will soon be time to suggest a new book for the One Book One College program for 2022-2023. Michael Sauer, Chair of Elevate E-Learning noted that a survey of faculty is forthcoming on pre-pandemic and current pandemic online teaching experiences. Sheila Seelau from Curriculum Committee noted that updates to Curriculog are being made, and that links to these changes are available in the Canvas Course. Faculty can also contact her directly for the link, and she can help faculty in navigating the program. Karen Maguire inquired about the hiring process for deans and that we have many vacancies. Martin Tawil noted that there had been considerable discussion regarding a model to try to promote from within the college, and perhaps let a faculty member gain experience for a year or so. The college has not done very well at retaining new deans hired from outside the college.
- viii. Motion to adjourn by Tim Bishop, 1:45 PM