**Academic Success Department Meeting Minutes**

October 8, 2021 9:30 - 11:30

Zoom link: [https://fsw.zoom.us/j/86315995349](about:blank)

1. Good News
   1. Jackie Beard completed his doctorate. Dr. Beard will teach SLS going forward.
   2. Heather sent out encouraging email messages to “A” students which were well received.
   3. Jacob McAbee was promoted.
   4. Catherine Gorman got married.
   5. Kaci Carter got married
2. Follow-up discussion from SOAHSS meeting
   1. Several SLS faculty applied to teach the Capstone course.
   2. Dr. Page is working on the Spring 2022 schedule.
3. Committee Updates
   1. Curriculum Committee – The IDS 2891 Capstone course will be required for all students entering the AA degree program. Honors Capstone can substitute for this course. Some Computer Science proposals required correction. Requests for Digital Audio Technology require further discussion for approval. One Humanities course and SLS 1101 are slated to be discontinued.
   2. Professional Development Committee – Faculty are encouraged to apply for FPD funding for travel to conferences as applications are being accepted on a rolling basis for this year only. In addition to this, there is $5000.00 available for FPD non-travel funds which can be used to cover costs (up to $100.00) for items such as books, professional memberships, fees for maintaining credentialing, and non-university courses. There are numerous in-house PD opportunities available and all are encouraged to check the TLC calendar for these. Students and faculty are encouraged to pre-register for the talk on Hate Crimes by Dr. Akiko Yoshida, taking place via Zoom on 10/14 at 3:00.
   3. OBOC – There are numerous events and SLS students are attending. Niall McCann will do a talk entitled, “Notes from the Conservation Front Line,” on 10/25 at 1:00. Talks on, “The Wilder Heart of Florida,” will take place on 10/14 from 1:30-2:30. Various writers will discuss environmental themes raised by the book. There are three more Book Chats scheduled for this semester. The new book selection is in process now.
   4. Academic Standards Committee – Subcommittees have been formed. Dr. Deluca tasked the committee with looking at academic integrity and academic grievances. The AACU conference on Academic Integrity is upcoming. Committee members will attend so that they can refine our policies and procedures.
   5. Learning Assessment Committee – The QEP was discussed and faculty are to be familiar with it. The Dataversed Newsletter mentions PD opportunities available. Investigate and Think are the competencies for SLS evaluation this year. PD Friday is 10/29.
   6. Academic Technology Committee – Updates on duties of E Learning Coordinators were shared. The Elevate ELearning Initiative strives to improve online learning success. ProctorU which has live proctors, was piloted. One challenge is it is not available to students using Chromebooks. Secondly, students must schedule the test 72 hours in advance. A final decision will be made by 12/31/21. Adding faculty lines for fully online is an option for discussion in the future. Blended classes must include exact meeting dates which will be published in the schedule and on the syllabus.
   7. Dedicate to Graduate – 1700 surveys were completed. Some notable findings were that more minority students responded; younger students noted lack of preparation; and older students reported mental health issues. Outreach has begun through Bucs Care and the Academic Support Center and service utilization has increased in both. Mid-term grade check in will be optional for faculty. Research shows it is effective for student retention. Dr. Van Gaalen suggested using a status outreach for students which would alert them on where they stand in degree completion at intervals such as mid-term and end of semester. Faculty are asked to encourage struggling students to join clubs.
   8. QEP – Only FT faculty will teach Capstone this round. The committee is creating a Canvas shell for both the Capstone course and the PD training. The co-curricular subcommittee will be adding ideas for assessing co-curricular participation in the PD Canvas shell for Capstone. There are posters around campus encouraging students to enroll. The Library is refining the definition of “embedding” in Capstone. SACSCOC will be on campus Monday-Wednesday 10-11-10/13.
   9. Mental Health Matters – The Group Sessions and Bucs Care flyers below were shared:
      1. [BC Fall Groups.pdf](about:blank)
      2. [We’ll help get you there](about:blank)
   10. IDEA – There are more students with processing challenges and there is a push to test for learning challenges.
4. Advising updates - The Transfer Fair [transfer fair](about:blank) is October 20 – 12:30-3:30
5. Student Engagement updates – Individual Peer Mentor meetings for mid-semester check in will take place in October and Spring PM assignments are forthcoming. The goal is for ground classes to have in-person peer mentors. There will be an FSW First Generation Celebration on 11/8 for students and supporters in U-102 and on Zoom. At 12:00 Dr. Tito Guerrero, the Director of HACU, will deliver a keynote and at 3:00 pm there will be a First Generation Student and Faculty panel. Students and faculty who wish to participate on this panel should speak to Catherine Cordoba.
6. Upcoming Conference Opportunities
   1. [Transitioning to College Writing](about:blank)
      1. [Tentative Agenda](about:blank) This is virtual and free.
   2. [AAC&U: 2022 Diversity, Equity, and Student Success](about:blank) Proposals are being accepted for this conference taking place in New Orleans, Spring 2022
7. Update to Syllabi Submission Process – Going forward, syllabi will be submitted in a Canvas course. An update is forthcoming.
8. Reminders about class cancellations – Faculty are to notify Deans ASAP and create an alternative learning experience when cancelling a class.
9. Breakout Groups
   1. SLS
      1. New temporary full-time status: Cecil Scott & Sharon Hill. Dr. Scott will still do Adjunct evaluation. Dr. Ring is awaiting the list of adjuncts due for 3-year evaluation from the TLC.
      2. Changes to SLS syllabus for Spring – Add the OBOC requirement for GPS
      3. Canvas shell updates – Google sheet. Prof. Olson is adding to it and all faculty should make any corrections on the Google sheet by December 2021.
      4. Textbook changes – May need to get a new book for following year.
      5. [Updated textbook citation recommendation](about:blank) Dr. Ring will e mail correction
      6. General Education Competencies Assessment (Think and Investigate)
         1. Journal 3 for “Investigate”
         2. The Final Essay will be used for “Think”
      7. Next SLS coffee chat October 13 at 11:30; Dr. Nicholas will host for October 27
   2. EAP The Following issues were discussed:
      1. The QEP and the upcoming SACs visit.
      2. The Effectiveness plan with the Assessment Committee and the data they are requesting.
      3. The textbooks, the new editions of those books and their ISBNs, and how they will just order the new editions, (for now).
      4. Grammar course methodology with lower-level and upper-level students. Mostly Past Participles and teach students different techniques.

* 1. Reading
     1. Dr. Van Gaalen pulled data. Success rates from pre to post were equivalent.