**Academic Success Department Minutes**

**January 8, 2021**

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

**Via Zoom**

**I. Good News**

1. We made it through the first week! During the break, Dr. Hester had a white Christmas in Tennessee and Prof. Maguire had a Zoom session with her family in England. Dr. Towers is working on the second edition of her book and will add a preface on how COVID impacted the Hospitality industry.

**II. Dean’s Reminder**

1. The evaluation period is approaching. Continuing Contract faculty will complete Forms 1 and 3 and faculty moving towards Continuing Contract will complete Forms 1,2, and 3 using the Portfolium process. More information about loading documents into Portfolium will be forthcoming. Faculty should continue to send Forms 1 and 3 directly to Dr. Teed.

The School of Arts, Humanities, and Social Sciences consists of 84 full time faculty. Dr. Page will review evaluation documents for Academic Success Department faculty.

1. Bonnie Lawler is preparing for Summer classes. Faculty are trained for all modalities. Some faculty like Live online and some like Flex. When we get final rules for Summer and Fall 2021, we need to consider the modalities that work best for students. By Fall, we should be able to get back to face-to-face. Dr. Teed thanked everyone for their work this challenging year.

**III. Spring Schedule: Dr. Page**

1. Success rates in Fall 2020 were not as good as in Fall 2019 across the board, which is not surprising given the impact of the pandemic on students. We hope to pick up in Spring 2021. SLS is down 10% over last spring, however enrollment picked up for SLS on 1/7/21. Students are struggling moving forward with college classes so faculty are urged to use tools such as Early Alerts to help them within the first 4 weeks.

**IV. FEE Grant & PRCCE Funding**

1. The Office of Sponsored Programs and Research is currently accepting applications for the

Foundation Educational Excellence (FEE) Grant and Public Relations, Celebrations, Community Engagement (PRCCE) funding. This is a quarterly application with the **deadline falling on January 15, 2021 (funding available February 1, 2021)**. The overview of these awards can be found at <https://www.fsw.edu/facultystaff/ospr> and is listed in brief below.  Contact Grace Scardo ([grace.scardo@fsw.edu](mailto:grace.scardo@fsw.edu)) or Dr. Joseph van Gaalen ([joseph.vangaalen@fsw.edu](mailto:joseph.vangaalen@fsw.edu)) if you have any questions or challenges with your application.

**V. FSW/FGCU Symposium**

a. The Third Annual Southwest Florida Symposium on Teaching and Learning is

February 4 – 5, 2021 via Zoom. Dr. Ring and Ms. Gorman, respectively, are presenting.

**Vl. FSW Required Compliance Trainings in Canvas**

1. There are (4) Compliance Trainings in Canvas (ADA & Equity, FERPA, Fraud & Whisteblowing, and Information Technology Security Awareness) that are due by 3/1/21.

**Vll. NISOD Conference**

a**.** NISOD’s International Conference on Teaching and Leadership Excellence will be VIRTUAL on April 28-30, 2021. Conference Tracks are: Contemporary and Progressive Teaching, Counseling, and Advising Strategies; Emerging Issues and Trends at Community and Technical Colleges; Improving Diversity, Equity, and Inclusion; Using Technology to Improve Student and Organizational Outcomes.

February 19, 2021 February 26, 2021

Deadline to submit proposal. Presenters notified about proposal selections.

https://www.nisod.org/virtual-events/conference/call-for-presentations/

**Vlll. Committee Updates**

* 1. Curriculum Committee – No update.
  2. Professional Development Committee – There is an impressive increase in professional development offerings and participation through the TLC this year. Between August 2019 and November 2020, 1621 individuals participated in professional development. There was a 64% increase in participation since October 2019. TLC is unveiling a new logo in Spring 2021. There will be a process for faculty to apply for publication funds that will be announced this semester. Funding is available tor professional development conferences and all are encouraged to apply by the due dates. Dr. Nicholas will look into the possibility of funding for hotel rooms when participating in virtual conferences to enhance focus, minimize distractions and improve the overall conference experience.
  3. Academic Standards Committee – The committee did not meet in December. They are looking at wording on procedures from other colleges and are working to modify and strengthen ours.
  4. Academic Technology Committee – The committee will release a survey on technology soon to faculty. They are still working on Proctorio. Rooms are now available and they are working on having technical support there and options for students to check out webcams. Proctor U is an alternative to Proctorio being considered. They are working on updating E-Learning Coordinators and separating roles into Course Coordinator and Training Coordinator. Academic Success Dept. does not have an E Learning Coordinator but Prof. Leslie Bartley is the representative now. Prof. Maguire will contact Prof. Bartley to invite her to our February meeting to give an update. Due to increase in online students, we received additional funding for online tools such as Pear Deck, Design Plus, Kaltura Add On Feature, and Blackboard Ally for ADA compliance. Dr. Ring will look into getting dividers for use in Zoom rooms to minimize noise and distractions when multiple students are using Zoom rooms for Live Online classes.
  5. Learning Assessment Committee – Syllapolooza is upcoming then faculty will look to see if learning outcomes are measuring what they should. No Academic Success courses are being assessed this semester. Course level assessments are being analyzed now and faculty will need to do something with them for Dr. Hester’s effectiveness plan. February and March meetings will be focused on data and plans. Dr. Hester’s term is up on the LAC and there will be an opening for anyone interested.
  6. QEP – Prof. Maguire attended the session on Tuesday morning with Dr. Harris and Dr. Cameron. The committee has decided on a 3 credit Capstone course to be completed prior to graduation. They are proposing a Cornerstone to Capstone experience for AA students, modeled on the Honors Seminar. Prof. Maguire would like to know about any discussions connecting the two courses.
  7. OBOC – Spring 2021 is the last semester with 21 Lessons for the 21st Century. All Cornerstone students will get an e book or printed book. A survey went out to all professors. The new book is, A Life on Our Planet, by Sir David Attenborough, and it will be used for one year. Everyone should think about ways to incorporate it into Cornerstone.
  8. Dedicate to Graduate Committee – Dr. Ring is on this committee. There is an Active Student Engagement Survey, which should be submitted in the first couple of weeks. A mini version of this will go out next week. SLS faculty are asked to encourage students to take it.

**IX. Student** Engagement Update—Catherine Gorman

1. There are lots of events on student technology in Week 2 so encourage students to attend.
2. Peer Mentors went through a positive training this morning. Best practices were shared with each other.
3. There are many good speakers scheduled for the semester
4. Overall enrollment is down 8% and 10% in Cornerstone. Students are still enrolling now.
5. Suncoast Financial Literacy presentations will occur virtually throughout the semester.
6. Prof. Hill raised the need to have more activities for evening students from 5:00-6:00 p.m. Ms. Gorman will pass the information along. Experienced Peer Mentor, Ramona, will serve as a mentor to new PMs. Ms. Gorman will tap her to work on the evening initiative.

**X. EAP Update**

1. EAP submitted documents to the Curriculum Committee for revamping EAP courses. Following (6) submissions, they have decided not to pursue changes at this time. They may revisit it at another time but no changes are planned for 2021/2022.

**Xl. REA Update**

1. REA is working with the Articulate software. This program allows for insertion of quizzes, videos, comments, and other materials into the book to make it interactive. Lateral reading takes place. The program is expensive but exceptional.

**Xll. Advising Update - Silvia Guerrero-Smith**

1. No update.

**Xlll Department Chair Election—**Professor Maguire

1. Prof. Maguire’s 3-year term as Department Chair is up in July, and she is not running again. Anyone interested in becoming Chair should discuss it with Dr. Teed, Dr. Page, and Prof. Maguire.

**XlV. SLS Update**

1. CCTDI is being done in 11 sections. All professors have been notified. Prof. Maguire submitted some items for revision.
2. Fall success rate – Dr. Van Gaalen will give us the full picture on data for REA, EAP, SLS and the rest of the college. There are many reasons for the lower success rate in Fall 2020. It is significant but expected.

NOTE: Next Department Meeting is February 12 2021, 12:00-1:30pm. On Zoom.

<https://fsw.zoom.us/j/94718353424>

Future Dates: March 12, April 9