



School of Education
February 11, 2022, 10:00 a.m.
Department Meeting via Zoom

Present: Dr. Anne Angstrom, JoAnne Devine, Kathie DiLascio, Dr. April Fleming, David Koehler, Dr. Julia Kroeker, Dr. Regina Miller, Terri Ratini, Dr. Joyce Rollins, Dr. Kelly Roy, Dr. Caroline Seefchak.

Welcome and Approval of January Minutes: Approval of January 3, 2022 minutes: David Koehler moved to accept the minutes as distributed. Kelly Roy seconded the motion. The motion carried and the minutes of the January 3, 2022 department meeting were approved as distributed and placed on Document Manager.

Administrative Updates: April Fleming reported:

1. New Academic Structure: Dr. Thomas Norman will be working remotely. The Deans of the Workforce Programs will now report to Dr. Eileen DeLuca. May be some additional academic rearrangements.
2. Fall 2022 schedule: The College will move to 60% ground sections. We are currently at 54% this semester.
3. TPI visit will take place in Fall 2022.
4. Faculty evaluations: Last week of Feb. first week of March. Kathie will schedule all next week.

Family Engagement Athletic Event: Joyce Rollins reported the event will be on Thursday, March 24. Adjuncts and families are invited.

Enrollment and Retention: David Koehler reported:

- **Elementary Education**
 - followed up on all applications for Summer 2022 and Fall 2022 Elementary Education applications by e-mailing and/or phoning each student every week
 - 2 conditional admits to the Bachelor of Science in Elementary Education program for Summer 2022
 - 1 conditional admit to the Bachelor of Science in Elementary Education program for Fall 2022
 - worked with alternative certification population to put in the necessary upper-level division overrides for the Spring 2022 registration period
- **Early Childhood Education-**
 - 7 ECE advising sessions
 - met with Dr. Roy on the "Correct Major" campaign and phoned/emailed students

- **General Information**

- responded to e-mails (mostly regarding advising)
- 10 GKT prep appointments
- distributed field experience polo shirts, collected KDE money from student, and distributed SSE 3313/RED 4519 packets
- attended Advising department meeting
- attended mandatory staff training (Giving and Receiving Feedback)
- visited/presented at all Lee campus lower-division classes (EDF 2005, EDF 2085, EME 2040) for recruiting purposes
- sent all lower-division students in EDF 2005, EDF 2085, and EME 2040 a recruiting email
- sent all online EDF 2005, EDF 2085, and EME 2040 professors recruiting materials to post in their Canvas shell
- attended Lee County and Collier County partnership meetings
- attended and recruited students at the Department Fair at FSW on 1/5/22 and 1/6/22
- submitted two credit review packets
- prepared "Stop-Out" report

Field Experience: Sherry Blanset reported:

Completed

- Updated records (teaching certificates, clin ed, principal recommendations) for all current Cooperating Teachers at Final Intern & Practicum levels
- Confirmed Job Fair date for 3/11, invited all district and charter attendees, received confirmations from all except Charter USA
- Processed remaining CT payments from Fall
- Entered final intern placements into Anthology
- Placed all 64 practicum students, contacted CTs, notified students of placements
- Entered all practicum placements into Anthology
- Placed 38/40 foundation students, notified students and CTs of placements
- Placed ECE practicum student, notified student and CT of placement

In Process

- Working to finalize remaining 2 foundation placements (Collier), expected by Monday
- Entering all foundation placements into Anthology
- Communicating with legal regarding ECE MOU and 2 ELED MOUs
- Updating CT records for current CTs of foundation students
- Updating list of Early Childhood Centers accepting interns and allowing video
- Monitoring student field experience hours and evaluations, contacting CTs as needed for incomplete evaluations

Committee Reports: Anne Angstrom reported:

- The Academic Standards Committee met on January 21. The committee is still working toward clarifying the process for reporting student misconduct. Faculty will now find a link to the Academic Misconduct Reporting Form at the top of the Gradebook in each Canvas course. Dr. April Palmer, Assistant Vice President for Student Success; Dr. Michele Yovanovich, Vice

President, Student Affairs; and Jacob McAbee, Associate Director of Community Standards and Residence Education, are assisting the committee with the clarification of the process.

- The QEP Advisory Board met on January 10. There are three pilot sections of IDS 2891 currently running during Spring 2022: “Happily Ever After,” Prof. Katie O’Connor; “Preventing the Apocalypse,” Dr. Gus Cameron; and “Myths and Legends,” Dr. Rebecca Harris and Dr. Matt Vivyan. The faculty cohort has begun the professional development course in preparation for teaching in Fall 2022.

Assessment: Caroline Seefchak reported:

- **ACCUPLACER Standard Setting Meetings:** Work meetings were held this week in Orlando, FL with members of the FLDOE, employees of The College Board, representatives from Florida Colleges and Universities, and members of Florida school districts to apply an established algorithm and prescribed psychometrics to look closely at the items on several of the ACCUPLACER tests and to determine cut-off scores. Professor Don Ransford represented the College in mathematics, and I represented the College in Reading. It was a unique experience.
- **Learning Assessment Committee**
 - The Learning Assessment Committee met on Friday, February 4.
 - The current General Education Assessment research and rubric interrater reliability is underway, with all members of the LAC participating.
 - LAC and AASPIRE will be holding the following March PD Friday sessions to review the submissions and assessment process for assignments in Think and Investigate. This is especially useful for anyone who has submitted an assignment and would like individual feedback on how their assignment was used, and how well it fit the dimensions of the rubric. The “Investigate” session will also be of special interest to those involved in the FSW QEP. The dates and times for the PD are as follows: “Talking about a ‘Think’ Assignment,” Friday, 3-25, 9 am, and “Talking about an ‘Investigate’ Assignment,” Friday, 3-25, 10 am For more info about these sessions, check the TLC webpage or contact Elijah Pritchett or Joe van Gaalen.
 - The 9th FSW Research Expo will be held April 4th to 6th. Poster slots are available on both the Collier and Lee campuses. The poster session will run from 12:00 p.m. to 1:00 p.m. on Tuesday, April 5th. If you know of a student who’d like to present, or you have work of your own to present, please let us know in the Office of Sponsored Programs, a part of Team AASPIRE, as soon as possible: Dr. van Gaalen, (joseph.vangaalen@fsw.edu), or Jessica Godwin, (jessica.godwin@fsw.edu)
 - Look for the February edition of *DataVersed*, the official newsletter of the LAC, to be published and distributed via email next week.
- **DOE Community of Practice**
 - This month’s FLDOE Community of Practice webinar was held on January 27 with over 100 attendees from Colleges, Universities, and School Districts in FL.
 - The topic was FTCE Data for Program Improvement, which included:
 - Review test development updates
 - Shared resources for institutions and students
 - Presentation of best practices for using FTCE data to improve programs
 - A brief synopsis and PDF of the PowerPoint was emailed to all of the SoE that week, as it is after every one of these meetings. In today’s Zoom chat will be a copy of the Annual Performance Reports, which were available via a link in the PDF ppt, will be provided.

- **Sunshine Committee:** THANK YOU to everyone who has contributed to the NearPod online cards when links are sent. Your timely participation is appreciated.
- **eLearning:** Regina Miller reported:
 - 1/7/22: Dr. Jester discussed the new position, “Director of Online Teaching & Learning Experience”.
 - We reviewed and discussed the Service Request “Request an Official QM Peer Review Draft”.
 - We discussed the communication templates for the QA Plan.
 - 2/4/22: We reviewed the current CNA regarding online learning. The following topics were discussed:
 - Clarifying the definition of a Master Course, Article 2
 - Content of the Online Course Development section, Article 8.1
 - Compensation for Training and Online Course Development, Appendix B
 - We discussed the creation of Online Faculty
 - Restitution for C Courses
 - The eLearning Coordinator position per the current MOU
 - The compensation for an adoption of a retroactive Master
- **ATC (1/21/22):** We discussed the update on Canvas quizzes. Classic Canvas quizzes will end 2024.

Resources for converting to New Quizzes:

Migrating Canvas Classic Question Banks to New Quizzes’ Item Banks

<https://www.youtube.com/watch?v=A6wD47EnVM4>

Canvas: Migrating Classic Quizzes to New Quizzes

<https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-migrate-a-Canvas-quiz-to-New-Quizzes/ta-p/991>

Process of migrating the Classic Quizzes in Canvas to New Quizzes format

<https://www.youtube.com/watch?v=o49AN3Vb0Zw>

Transparency into Quizzes Planning

<https://community.canvaslms.com/t5/Quizzes-Transition/Transparency-into-Quizzes-Planning/ta-p/502615>

End of the Life 2024 Timeline for Quizzes Transition Timeline

<https://community.canvaslms.com/t5/Quizzes-Transition/Classic-Quiz-Sunset-Timeline-Subscribe/ba-p/470973#SunsetTimeline>

- We discussed the online faculty survey.

Curriculum Committee: Julia Kroeker reported:

- met February 4th. There were proposals for course discontinuations in the Nursing and three new course proposals as well as a number of course change proposals.
- All Program/Certificate Change Proposals reflecting FAC amendments have been rescheduled for first read at the March 4, 2022 meeting. This allows additional time necessary for proposal preparation and reviews. The 3/4/22 meeting is reserved for these proposals, related Course Change proposals, and any provost-approved exceptions.

Professional Development Committee: Kelly Roy reported:

- met on February 4th. Travel and Ancillary funds are still available. I will be working with Sandra Seifert on a comprehensive PD needs assessment. TLC Coordinators have been split between eLearning and the TLC. Monica Krupinski, Katie O'Connor, and Scott Ortolano will work under Roz Jester. Sandra Seifert and I will continue with Gloria Kitchen. Dr. DeLuca presented her thoughts on why this action was taken, indicating that the division was consistent with FSW's Strategic Directions and other initiatives.

Research Reassignment Review Committee: Kelly Roy reported met on January 7th. All four applicants; Brandi George, Brandon Jett, Maryam Mompoin, and Michael Sauer, will continue to receive research reassignment.

Faculty Senate: JoAnne Devine reported:

- The faculty senate met on January 14, 2022. The entire meeting was a discussion about the proposed administrative reorganization of the upper administration. It was proposed that Dr. Norman become a vice-president in charge of academics. The faculty senate opposed this for the following reasons:
 - Proposed reorganization: President Allbritten proposing to increase his senior level cabinet by adding the following Vice Presidents:
 - Dr. Thomas Norman, Vice President Professional, Corporate and Technical Innovation. Dr. Norman to oversee the following schools:
 - School of Education
 - School of Business and Technology
 - School of Health Professions
 - Dr. Michelle Yovanovich, Vice President Student Affairs (This change in senior level management will increase the VPs from 3 to 5)
 - Faculty in the Schools of Health Professions, Education, and Business and Technology to report directly to Dr. Norman as soon as the change is implemented or approved by the Board.
- Reasons for opposing this leadership change: **The Senate and Union Leadership oppose this structural change for the following reasons:**
 - Additional Financial Burden:
 - Additional cost for the college. According to the FSW budget 11% (approx. 10 people) of the budget is Executive and Management staff and instructional salaries are 31% (approx. 180 people) of the total budget. The executive management budget is 1/3 of the instructional salaries but divided over fewer executives. Inflation and other issues for faculty and staff have made "making ends meet" far more difficult today. Giving raises for Senior Administration by changing their titles is unwarranted at this point.
 - No true benefits to the college: Drs. Norman and Dr. Yovanovich duties have not changed due to this proposal. This is a mere change in title and structure.
 - Loss of Academic Leadership: Dr. DeLuca was vetted and interviewed for the position of Provost. The Provost is currently the Chief Academic Officer for the College. The proposed structure change will divide faculty reporting structure where some faculty will become part of the workforce program and others will become AA faculty. This change is unnecessary and will cause disfunction at all levels of administration and instruction. There are several areas that need to report to one

chief academic officer such as SACS Reporting, Institutional Research and Advancements, eLearning, TLC, International Education, and others. The current structure was adopted by the majority of educational organizations in US. It is inconceivable to have two academic leaders and continue to operate in harmony as we have for several years.

- Possible change in the structure of the bargaining unit:
 - The School of Health Professions currently has several directors who teach full load part of their contracts and yet are not part of the bargaining unit. This practice could be expanded to include more positions and divisions in our bargaining position by including workforce faculty.
 - Dr. Allbritten's proposal is taking advantage of the legal changes at the state and federal levels to help shape the new workforce initiatives. His proposal poses a possible risk of re-classifying existing faculty to workforce faculty, and the possibility of losing continuing contract status. It is important for faculty to work to preserve our current structure to help mitigate these risks.
- Possible SACS recommendations or sanctions:
 - According to SACSCOC Policy Statement, "Member institutions are required to notify the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) of changes in accordance with the substantive change policy and, when required, seek approval prior to the initiation of changes." The timing of this major change in the reporting structure immediately after the SACSCOC site visit may possibly be perceived by SACS as intentional. Once again, this change is unnecessary and adds an accreditation risk as well.
- Decrease in morale and positive culture: The last several years have been challenging for all faculty, administration, and staff. Enrollment has been the focus of many discussions. The Spring enrollment is also very low at this point. It behooves the college to focus its attention on increased enrollment rather than the division of schools' leadership structure, and faculty.
- Concerns about Dr. Norman's Leadership:
 - Dr. Norman has been part of FSW since the Fall of 2020. Dr. Norman appears to lack the understanding of FSW culture and structure. He has not attended required, requested, school and other meetings without notifying the parties. Dr. Norman also ignored requests to meet with the Senate President and failed to attend joint leadership meetings with the Union. Dr. Norman is constantly not available on campus for important meetings and lacks the teaching experience to qualify as an academic leader. His few involvements in leadership during the last several searches have exposed the college to possible legal implication.
- The Senate and Union Leadership opposes the proposal outlined by President Allbritten for reasons listed above. In order to foster a positive culture Leaders should "Include faculty input at the strategic leadership level (Gabay & Vyles, 2020)." The Senate and Union leadership is working on several more issues that impact our faculty. As we substantiate these issues, we will keep faculty informed.
- A survey regarding this was sent to faculty. The results were 137 yes, 3 no. The faculty senate also took a vote at the meeting about a "vote of no confidence" in Dr. Norman at the meeting. The results were 93 yes and 6 no.

- Discussions and follow up will continue on this matter at the next meeting scheduled for February 18, 2022.
- **OBOC:** Joyce Rollins reported:
 - – *David and Goliath: Underdogs, Misfits and the Art of Battling Giants* by Malcolm Gladwell will be OBOC for 22-23
 - Several book talks remaining this spring
 - See flyer for plant-based eating workshops

2022 OBOC LUNCH & LEARN SERIES
In the Kitchen with Carey Cohill

A Life on Our Planet
 My Witness Statement and a Vision for the Future
 David Attenborough

FLORIDA SOUTHWESTERN STATE COLLEGE
 www.fsw.edu/OBOC

in the KITCHEN with Carey Cohill

In the Kitchen with Carey Cohill is a 4-part cooking series where you will learn how to make easy, affordable and delicious plant-based meals. Each class will teach you how to buy and how to prepare a plant-based meal from start to finish!

All classes are via Zoom at
<https://fsw.zoom.us/j/85420102757>

SESSION	DATE	TIME
Mac n "cheese"	Wed. 2/23/22	12:00 – 1:00 pm
Tacos	Wed. 3/9/22	12:00 – 1:00 pm
Crispy tofu "chicken" bowl	Wed. 3/23/22	12:00 – 1:00 pm
Dessert	Wed. 4/6/22	12:00 – 1:00 pm

As David Attenborough writes in *A Life on Our Planet*, "[a] wealth of research has already been done to deduce what kind of diet would be fair, healthy and sustainable – both good for people and good for the planet. The universal opinion is that in the future we will have to change to a diet that is largely plant-based...". "This will not only reduce the amount of space we need for farmland, and produce fewer greenhouse gases, it will be much healthier for us too." (p. 170). Join us to learn how to make this dietary shift and **BE PART OF THE SOLUTION!**

Invite friends and family to attend!

ATTENTION FSW COMMUNITY...

...YOU CAN DOWNLOAD CAREY'S RECIPES TO COOK ALONG IN YOUR KITCHEN BY SELF-ENROLLING IN OUR CANVAS COURSE AT
<https://fsw.instructure.com/enroll/LI8NTE>

@FSWSTUDENTS
 Florida SouthWestern State College, an equal access institution, prohibits discrimination in its employment, programs and activities based on race, sex, gender identity, age, color, religion, national origin, ethnicity, disability, pregnancy, sexual orientation, marital status, genetic information or veteran status. Questions pertaining to educational equity, equal access or equal opportunity should be addressed to the College's Title IX Coordinator/Equity Officer: Lauren Frazer, Room K-242, 8056 College Parkway SW, Fort Myers, FL 33919, (239) 488-9657; equity@fsw.edu. FSW online anonymous reporting: www.fsw.edu/anonymous. Inquiries/complaints can be filed with the Title IX Coordinator/Equity Officer online, in person, via mail, via email, or with the US Department of Education, Office of Civil Rights, Atlanta Office: 81 Forsyth St., SW, Suite 19770, Atlanta, GA 30303-8607.

- **Commencement:** Joyce Rollins reported:
 - April 29, 6:00 pm
 - Faculty encouraged but not required
 - Graduates will receive @5 tickets
 - No processional or holding areas

- No social distancing
- **GEAC:** Joyce Rollins reported:
 - Definitions of International and Diversity Designated Courses:
 - In order to give more clarity and value to the International or Diversity designated courses, the IDEA Committee proposes separating the I distinction into two separate designations: International (I) and Diversity (D).
 - The Diversity designation should emphasize the experience of traditionally-marginalized people in the United States and around the world with a focus on the setbacks faced, triumphs achieved, and contributions made by those groups culturally, politically, and economically.
 - The International designation should emphasize classes that provide students with a better understanding of the interconnectedness of the wider world socio-economically, different global cultures, languages, and international relations.

The next Department meeting will be held on campus and via Zoom on Friday, March 11, 2022 at 10:00 a.m.

The meeting was adjourned at 11:00 a.m.

/kdl