



School of Education
September 9, 2022, 10:00 a.m.
Department Meeting via Zoom

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

Approval of minutes:

- April 15, 2022: JoAnne Devine moved to accept the minutes of the April 15, 2022 School of Education Department Meeting minutes as circulated. Kelly Roy seconded the motion. All in attendance approved and the minutes of the April 15, 2022 School of Education Department meeting were approved as circulated and placed on the Document Manager.
- August 15, 2022: Sherry Blanset moved to accept the minutes of the August 15, 2022 School of Education Department Meeting minutes as circulated. JoAnne Devine seconded the motion. All in attendance approved and the minutes of the August 15, 2022 School of Education Department meeting were approved as circulated and placed on the Document Manager.

Administrative Updates: April Fleming reported:

- Covid:
 - If you need medical exemption, information needs to be submitted to Angie Snyder in HR by September 23. Also, let April know. You don't have to explain the exemption is, but April needs to know.
 - College policy has changed: no contact tracing. However, if you are positive for Covid, you need to complete the report form found on the FSW website. You will also need to let April know. You will also need to stay home until you are symptom free and wear a mask for five days after returning to work. Students who contract Covid should also report to HR.
- Dean's Meeting: held yesterday, September 8. Jason Dudley reported the following:
 - Office telephones will be removed. Phone calls will be through the computer, will be using Zoom phones. Spring is the target for everyone to be using Zoom phones.
 - Desk top computers will be replaced with laptops with dual monitors. Also, dual monitors will be available for remote work.
 - New portal will roll out on January 1, 2023.
 - New VPN for remote work to remote into your computer, much more secure.
- Social Media: April and Anne would like to get the School of Education on more social media platforms, such as Twitter and Instagram. If you are interested in helping in this endeavor, please let April know.

- Meet and Greet the Dean: will be held on September 27, 2022, 11:15 a.m. – 12:00 noon in U-210. Student Engagement will be present. Asking Faculty to please share this information with students.

Teacher Tribune: Kathie DiLascio reported:

- Email was sent to all faculty and staff on 9/1/22 for articles with deadline of 9/26/22.
- Publication date early October.
- Any and all contributions will be welcomed and appreciated. The following people should send their article by the deadline to Kathie:
 - Dr. April Fleming: The Dean’s Desk column
 - Dr. Joyce Rollins: Bucs Buz from the Chair column
 - Dr. Kelly Roy: Child’s Play column
 - Dr. Regina Miller: ESOL Corner
 - Dr. Caroline Seefchak: Literacy Corner
 - Sherry Blanset: Field of Dreams
 - David Koehler: The Advisor

Enrollment and Retention: David Koehler reported:

- **Elementary Education:**
 - followed up on all Elementary Education applications for **Fall 2022**
 - 62 students in total were admitted to the Bachelor of Science in Elementary Education program for **Fall 2022**
 - worked with alternative certification population
 - three students admitted for **Spring 2023** to the ELE program
- **Early Childhood Education**
 - 15 ECE advising sessions
 - conducted one FTIC (First Time In College) advising event for **Fall 2022**
 - Working on articulation paperwork with Dr. Roy
- **General Information**
 - responded to emails
 - 4 GKT prep appointments
 - distributed field experience polo shirts and lanyards
 - attended Advising and Pathways meetings
 - presented at Guided Pathways Initiative presentation
 - visited all lower-division classes on the Lee Campus
 - emailed all lower-division students
 - emailed off-campus and online instructors for lower-division classes
 - recruiting event for two days at Welcome Back Fair!
 - followed up on Fall 2022 IRP’s
 - sent out advising emails to all Fall 2022 admits on any irregularities on their degree audit
 - worked on Dr. Gilfert’s attendance verification initiative
 - Followed up on all Elementary Education applications for Fall 2022 by e-mailing and/or

Field Experience: Sherry Blanset reported:

- All practica level placement issues have been resolved and placements entered into Anthology
- Joyce and I hosted two CT trainings in Lee
- CT Trainings have been scheduled for Collier (September), Hendry (April), and Charlotte (May)
- Set Job Fair for Oct 21st, notified all parties involved
- Placed 2 ECE students
- Created 22-23 Hours and Evaluations sheet for reference, found here:
https://docs.google.com/spreadsheets/d/1p-pWgLkNw3w9_JKbqpusWYudxyFEssXtnrHL-98YjWg/edit?usp=sharing

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Ongoing/Looking Forward

- Foundations level placements notifications and Anthology
- CT payments (new process)
- Documents and Reports for TPI
- Hours and Evaluations updates

Collier County Library Outreach: Kelly Roy reported:

- Collier County libraries have reached out to us requesting engagement with our students. This is an excellent service-learning opportunity, among other things. They have requested numerous connections including, but not limited to, virtual story times, making of manipulatives, Rocking and Reading Tuesdays, Summer Book Club, etc.
- Anne Angstrom: possible service learning for Collier students, Anne would be happy to work on this with Caroline.

Committee Reports:

Changes to Reading Endorsement Competencies: Caroline Seefchak reported:

Effective August 2022, the newly revised Florida Reading Endorsement Competencies have been released to school districts and to colleges and universities that have teacher preparation programs. This summer, she attended a week-long institute where the new competencies were discussed. There are changes to the content and order of performance indicators under the following five competencies:

- Foundations of Reading Instruction
- Application of Evidence-Based Instructional Practices
- Foundations and Applications of Assessments
- Foundations and Applications of Differentiated Instruction
- Demonstration of Accomplishment

For the FSW School of Education, changes to the Reading Endorsement Competencies will mean:

- The Reading Capstone and Reading Endorsement Assessment, a comprehensive critical task completed during internship, has to be revised to reflect the changes in the performance indicators under Competency 5, Demonstration of Accomplishment. (Caroline)
- A complete revision to the FSW School of Education Reading Endorsement Matrix, which is our documentation that the Reading Endorsement Competencies are included in the learning outcomes of all baccalaureate level classes. (All SoE faculty, coordinated by Caroline)
 - This will involve all faculty in the School of Education.
 - It will be done through an online shared document.
 - The project will begin in January 2023 and will be completed by May 2023.
 - Organization and submission of the Reading Endorsement Matrix and supporting documentation to the FL DoE no later than July 1, 2023, for approval (Caroline)

Library Advisory Council: Caroline Seefchak reported:

- The FSW Library Advisory Council meets two times each academic year and met on Thursday, August 18. The Library has ongoing improvements and changes, and the School of Education is under the purview of Tim Bishop, faculty librarian, who keeps faculty up to date with changes and news.
- The Library has recently purchased a very high-tech scanner that can scan entire textbooks or books to be checked out by students, for a limited number of days. Faculty who want texts or other books to be available to students can give books to the Library to have them converted. The caveat: The books that are scanned must remain in the Library, as part of the collection, and cannot be given back to faculty members who submit them to be scanned.

Learning Assessment Committee: Caroline Seefchak reported:

- The Committee met on Friday, September 2. Dr. Jennifer Summary, Professor of Communications, is the newly elected chair of the LAC
- The AY 2022/2023 Gen Ed Assessment Plan will focus on “Visualize” and “Engage”: Faculty will receive notification if any of their assignments are selected for inclusion in this year’s research.
- September and October PD Fridays: Team AASPIRE and Jennifer Summary will host a series of PD events in September and October.
 - September 30 at 10-10:45 am---Talking About the Visualize Competency
 - September 30 at 11-11:45 am--Talking About the Engage Competency
 - November 10, 10-10:45 am--Reviewing “Think”: Analyzing Results of General Education Assessment, AY 21/22
 - November 10, 11-11:45 am--Reviewing "Investigate": Analyzing Results for General Education Assessment, AY 21/22
 - Reach out to Jennifer Summary, new LAC Chair, or Joe van Gaalen for additional information about any of the above announcements.
 - Team AASPIRE is putting together this fall’s Research Expo. Teacher Candidates and/or Teachers from the School of Education will have the opportunity to showcase research and data from their teaching.

FL Department of Education Communities of Practice: Caroline Seefchak reported:

- These meetings take place monthly and are open to any members of the SoE who would like to attend.
- Each month, a brief synopsis and materials shown will be shared with SoE faculty and staff.
- The minutes of Department Meetings will reflect that these meetings are attended by a member or members of the FSW School of Education.

Sunshine Committee: Caroline Seefchak reported: For the time being, the School of Ed will continue to celebrate birthdays and relay birthday wishes to members via online cards. Thank you very much to those who sign the online cards upon receipt of a Sunshine Committee email!

Curriculum Committee: Julia Kroeker was not present at the meeting. Joyce Rollins read Julia’s report. The Committee met on September 2 with several informational items and a few items of Committee business but did not hear any proposals. It was a short meeting.

Faculty Senate: JoAnne Devine reported the committee has not yet met; they will meet on 9/16/22. Contract negotiations are moving along.

Academic Standards: Anne Angstrom reported: The committee is scheduled to meet on Friday, 9/16/22.

OBOC: Anne Angstrom reported:

- The committee met on Friday, September 2.
- Committee Chair Dr. Brandon Jett proposed a new direction for OBOC that the committee will discuss further at the next meeting on October 7.
- *Upcoming events can be found in the Bucs Corner: <https://fsw.presence.io/events>

Professional Development: Kelly Roy reported:

- The committee met on Friday, 9/2/22.
- Funding requests were approved and rolling applications will be accepted this semester until funds are expended.
- Ancillary funding will continue this year.
- Applications will be accepted beginning in October.
- Sarah Lublink has resigned. Scott Ortolano will serve as the Interim Chair until a new Chair can be elected.

Pathways Initiative/Bucs Corner: Kelly Roy reported that David and she have done one presentation to those interested in the education pathway. Unfortunately, no students attended. They have three scheduled during the next month, including two in Collier County. Please share pictures of events to enhance our presence on Bucs Corner.

E-Learning: Gina Miller reported: E-Learning committee met on 9/2/22. Discussed the Online Quality Assurance Plan.

ATC: Gina Miller reported: ATC will meet on Friday, 9/16/22.

GEAC: Joyce Rollins reported GEAC will be meeting next week.

The next Department Meeting of the School of Education will be on Friday, 10/14/22 at 10:00 a.m. via Zoom.

Meeting adjourned at 10:45 a.m.

ELED Breakout Session:

Fall 2022 Pinning Ceremony:

- Joyce asked that we change the date from 12/7/22 at 4:00 p.m. to 12/6/22 at 7:00 p.m. Kathie will coordinate with Auxiliary Services for the change.
- Kathie will need the names for the Pinning Awards by the November 2022 Department Meeting.

LCSD: Lee County School District met with Joyce and Sherry. They have concerns at district level:

- All students need to be wearing lanyards with Bucs ID. all faculty that have field experience courses let students know they can get a lanyard from the SoE office.

- Use of video tape, remember to go over guidelines w/students, aim camera on themselves, record directly into Go React, if on phone, need to upload immediately and delete recording from personal device.
- Audio recording on phone is permitted.

TPI: In preparation for TPI visit, Joyce will be requesting Mini-B syllabi earlier than usual.

Service Learning: Gina will be sending out survey next week. Gina will add library/Collier with a brief description.

Bulletin: Sherry will be sending out a bulletin to students. If you want her to include anything about expectations, please send to her.

Adjourned: 11:00 a.m.

/kdl