**Academic Success Department Meeting**

August 16, 2023

Lee Campus U-110

2:45-4:30 pm

Attendance: Jackie Beard, David Evans, Renee Hester, Sharon Hill, Karen Maguire, Sonji Nicholas, Brian Page, Kerri Posner, Whitney Rhine, April Ring, Mary Schultz, Troy Tucker, and Joe Van Gaalen

1. The Cornerstone Colloquium held over the summer went well. The updated OER Textbook was completed
2. Follow-up from School Meeting

Dr. Page noted that course fees are no longer attached to the Peer Mentor Program, therefore the Program has changed. Individual classes will no longer have a dedicated Peer Mentor. Instead, Peer Mentors will be assigned to work on each campus where they will both hold office hours in support of students and conduct workshops throughout the semester

1. Syllabus Updates/Questions – Dr. Ring is continuing to review and approve syllabi. Faculty should include office hours on the syllabus
2. Upcoming Events – There are Welcome Aboard events at Lee and Hendry/Glades on 8/29 from 11:00 a.m. – 1:00 p.m. in U 102 and A 119 respectively; and at Collier and Charlotte on 8/30 from 11:00 a.m. – 1:00 p.m. in J 103/104 and O 112 respectively.

The Fall 2023 Transfer Fair will be September 20th, 2:00pm-4:00pm (U-102, Lee Campus)

The OTOC event is on September 22 at 2:00 p.m.

1. Workforce Education and the Career Connection Center & Lecture Series

Whitney Rhine presented on Workforce Education. There are a number of opportunities available to students including funding to participate in workforce programs for Lee County residents. The Office of Corporate and Community Education and Career Connections Center will open in October. Dedicated staff will be available on each campus weekly to work with students on career planning and getting into programs leading to Certificates and Associates Degrees. There will also be a Career Connection lecture series throughout the semester

1. Committee Updates

Curriculum Committee – The Committee is rolling out the RFA (Request for Action) form. Prof. Pilarski and Dr. Harris will pre-screen entries prior to sending it to the Committee

Professional Development Committee – No meeting since Spring 2023 however, all are encouraged to apply for relevant PD funding for the upcoming quarter by the deadline

OTOC – No meeting since Spring 2023. Dr. Jett is the Chair and is working in conjunction with Dr. Chase from the Honors Program to bring events to campus

Academic Standards Committee – There is currently no Chair. Dr. McClinton has a meeting scheduled for 8/17

Academic Technology Committee – Prof. Chan is the Chair. There will no longer be a stipend for completing DEV 101 and going forward, the training will be for faculty who want to develop a new course. The new FSW portal is up and running

QEP – The Capstone Certification deadline is 9/15

Center for Undergraduate Research and Creativity – They are redefining terms for ARC Grant and are developing a Research Toolkit

1. Student Engagement/Peer Mentor Updates

Dr. Beard indicated that due to funding, the number of Peer Mentors will be limited. He also noted that Suncoast Workshops will no longer be scheduled campus-wide but that individual professors may schedule financial workshops with Suncoast or other institutions as needed.

1. New Adjuncts/Faculty Mentors – Dr. Ring has a spreadsheet of Adjunct Faculty in need of Mentors. Faculty are asked to review and sign up to be a Mentor as soon as possible
2. Breakout Groups
   1. SLS
      1. The group discussed the goal of creating an AI assignment. One suggestion was to have students input information from the Study Skills Module into the AI and then create a song to help them study. Another suggestion is to use AI in the Careers Module to help with interview questions
      2. Cornerstone Institute has been updated. Faculty should not use Canvas Commons to get the course shell
      3. The Community of Practice needs to be updated. A suggestion was for each person to take on a Module and update the COP to match it
      4. The Journal template has the new citation. Each page of the new textbook is now numbered
      5. A suggestion was made to design (2) different Cornerstone classes; one for AA degree seekers and the other for AS degree seekers
   2. EAP/REA – Discussion Items:
      1. Faculty discussed the Academic Advising set up for EAP students. Alex Schimel is now the Director of Academic Advising and Amy English is the Advisor for all EAP students