**Academic Success Department Meeting Minutes**

September 8, 2023

2:00 - 4:00 PM

<https://fsw.zoom.us/j/86315995349>

PRESENT:

Dr. April Ring

Dr. Sonji Nicholas

Dr. David Evans

Dr. Mary Ellen Schultz

Prof. Kerri Posner

Prof. Stephen Parisi

Prof. Karen Maguire

Prof. Sharon Hill

Prof. Troy Tucker

Dr. Renee Hester

Dr. Heather Olson

Prof. Janet Harvey

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1. Good News
   1. No hurricanes!
2. Follow-up from SAHSS meeting
   1. Since committee updates were provided at SoAHSS meeting, not repeated during our meeting
3. Spring schedules - due to Dr. Page today!
   1. Saturday College-pilot in the spring as mini session to feature SLS and ENC 1101
   2. Dr. Ring asked Dr. Page about hiring more SLS faculty, Dr. Page will recommend 2 more SLS faculty when hiring takes place?
   3. Adjunct Fair to be held to try to recruit more adjuncts in all disciplines
4. Sara Stelfox - research study support request
   1. Former advisor on Lee Campus, current adjunct teaching accounting
   2. Encouraging us to participate in her doctoral research study, invites sent via email earlier this week
5. Committee Updates (mostly provided during SoAHSS meeting)
   1. Curriculum Committee -Dr. Evans nothing to add since SoAHSS meeting
   2. Professional Development Committee-Dr. Nicholas-applications for PD funding will go through Dr. Blitzky first, she will screen for those “words”, funding has gone up a bit to $2500 per faculty per year
   3. OTOC - Dr. Schultz nothing to add since SOAHSS meeting
   4. Academic Standards Committee -nothing to add since SoAHSS meeting
   5. Academic Technology Committee
      1. Faculty Technology Survey Coming Soon!
   6. QEP
      1. Deadline for this year’s CREATIVE Capstone cohort: September 15
      2. Global Cornerstone-to-Capstone Connections Week November 13-17
   7. [Center for Undergraduate Research and Creativity](https://docs.google.com/document/d/1vDafA57AzHdACwhyEAl4t4Hw-tsUloKn/edit?usp=sharing&ouid=100511377473412881480&rtpof=true&sd=true) 
      1. Faculty Symposium Friday Sept 29 1-5pm U-102 on Lee Campus
      2. International Education Week Nov 13-17
   8. GEAC- Dr. Schultz nothing to add since SoAHSS meeting
   9. LAC Committee
      1. Dr. Hester-LAC being re-vamped, Dr. Hester will meet with Dr. Harrington and will give her the SLS effectiveness plan.
      2. Dr. Ring will be meeting with Dr. Harrington and Dr. Hester
6. Flex Space with Heather Olson
   1. Flex Space -new version of Study Space, easy GPS, meets on TW 11:30-1pm
   2. Students can join to have focused study time and get help, meet people
   3. Enroll and then they get reminders every other week, along with tips and announcements
   4. Can do it with a class if you have a class during that time to model how it works
   5. Link to Study Space is in Master Shell in GPS/MGP module, just change name to Flex Space
7. Mentors for adjuncts and the portfolio process
   1. [Mentor List](https://docs.google.com/spreadsheets/d/1VTM4YgXutHVamlJHrbvsVs8oeJTVAGZKW6pXcZerik8/edit?usp=sharing)
      1. Found mentors for all mentees! Some adjuncts were asked to mentor adjuncts
   2. [Timeline](https://docs.google.com/document/d/1yiITemFEy5D1JeuLjioChFSWeX3KspeVbh-2Q5ZCU-k/edit?usp=sharing)
      1. Dr. Ring shared timeline
      2. Invitation to join Canvas Portfolio should be coming soon for mentees
      3. Training for portfolio process will be offered soon
      4. Training for mentors will be offered soon
      5. Portfolio submission includes a classroom observation that should be done in the fall
      6. If you are a mentor read the instructions carefully and complete the checklist to receive the small stipend at the end of the year
8. [Career Connections Lecture Series](https://drive.google.com/file/d/1pb-VbXnZ8JojzlDwi-KHRjeKFbvjccuZ/view?usp=sharing)
   1. Prof. Rhyne shared information last meeting and wants to discuss stackable credentials
   2. Career Connections Lecture Series -encouraged to bring your classes and/or encourage students to attend on their own, can be used for MGP or GPS slide
9. Legal Studies AI presentation - September 12: [Will A.I. be deemed persons under the U.S. Constitution?](https://fsw.presence.io/event/will-a-i-be-deemed-persons-under-the-u-s-constitution)
   1. Sept 12 from 7-10 pm
10. Upcoming conferences and professional development opportunities:
    1. Florida Association for Student Success 42nd Annual Conference - Sarasota, FL
       1. This fall
    2. 43rd Annual Conference on The First-Year Experience 2024 - Seattle, WA
       1. In Spring
11. Breakout Sessions
    1. SLS - Peer mentor program, textbook and course shell feedback, SLS COP revisions, AI assignment
       1. Change one of the names of the modules, assignment, and one part of Cornerstone institute
       2. AI assignment
          1. Dr. Ring: use AI to develop a study strategy/mnemonic or to help learn specific content
          2. Dr. Schultz: use AI to support writing development for JE #3
          3. Dr. Olson: have students evaluate AI product
             1. Tinker Time assignment: Critical Reading Exploration, includes rubric to evaluate how AI performed
       3. Group Project-just need to make sure however you do it, it aligns with learning outcomes
       4. New improved version of the shell in the Spring
       5. Peer Mentor Program
          1. Workshops being created and will be housed in Flex Space
             1. Can be shown to classes
          2. Dr. Ring recommends having them create short videos and share them between classes
          3. Several faculty had the peer mentor come in and introduce themselves
          4. Dr. Evans had a peer mentor come in and do a presentation on time management
       6. Prof Maguire asked about AI Toolkit and how it can be used in various courses when the badges are the same
    2. EAP/REA