



School of Education
September 8, 2023, 1:00 p.m.
Department Meeting via Zoom

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

Approval of minutes:

- April 14, 2023: JoAnne Devine moved to accept the minutes of the April 14, 2023 School of Education Department Meeting minutes as circulated. Joyce Rollins seconded the motion. All in attendance approved and the minutes of the April 14, 2023 School of Education Department meeting were approved as circulated and placed on the Document Manager.
- August 16, 2023: JoAnne Devine moved to accept the minutes of the August 16, 2023 School of Education Department Meeting minutes as circulated. Caroline Seefchak seconded the motion. All in attendance approved and the minutes of the August 16, 2023 School of Education Department meeting were approved as circulated and placed on the Document Manager.

Administrative Updates: April Fleming reported:

- Meet the Dean: Thank you to all who supported and participated in the Meet the Dean event yesterday. 32 students attended.
- Canvas and Zoom training: Dr. Allbritten wants to make sure faculty are prepared to go remote in the event of a weather event and the college is closed. SoE faculty are all ready to go in that event, all faculty have contingency plan. Going forward, all new adjunct faculty will need to go through Canvas and Zoom training ASAP.
- Plan to have revitalization of the Charlotte campus, programs that could be offered at Charlotte, majority of ground-based courses that could possibly be run on Charlotte campus. Proposal for funding. There are also plans to revitalize Collier and Hendry.
- Academic Leadership Academy. application went out. if you are interested, please send April email. Year-long program beginning in October 2023, one Friday each month through April. For faculty and staff.
- Teacher Apprenticeship Program. Committee: Meeting with Whitney next week on grant. Want to begin next Fall.
- Study Abroad: Finland, 9-day experience with Anne and Kelly, March 8-16. Asked students yesterday and 10 are interested. Working with Foundation on funding. First info session on 9/19. Open mainly to Practicum I and II students. Will have Service Learning Component and possible research projects.

- Looking at different ways to enroll and retain students. Developing a Saturday gen ed cohort. 1st time in college: general AA, Education pathway. Take all AA courses on a Saturday. Idea is to have all AA and elective courses completed. through 2025, rolling out in January, cohort of 20-25. Support will be on campus on Saturdays. The library will be open on Saturdays on the Lee Campus going forward.

Enrollment and Retention: David Koehler reported:

- **Elementary Education:**
 - 14 students admitted to the Bachelor of Science in Elementary Education program for Summer 2023
 - 76 students admitted to the Bachelor of Science in Elementary Education program for Fall 2023
 - worked with alternative certification population to put in the necessary upper-level division overrides for the Fall 2023 registration period
 - the paperwork was submitted to Admissions for 9 admits for Spring 2024
- **Early Childhood Education**
 - 18 ECE advising sessions
 - completed three FTIC advising events via Zoom
 - completed one FTIC advising event in-person for Spring 2024
- **General Information**
 - responded to over 500 e-mails (mostly regarding advising)
 - 5 GKT prep appointments
 - handed out field experience polo shirts and lanyards
 - handed out folders for RED 4519
 - attended two Welcome Aboard events in Port Charlotte and Lee County for recruiting purposes
 - attended three Field Experience Partnership meetings
 - conducted Elementary Education orientation for new admits on 08/15/23
 - sent out advising emails to 76 students about various classes, tests, etc. that are needed for their degree program
 - sent out lower-division email to students for recruiting purposes
 - sent out recruiting information to online and ground instructors
 - visited lower-division classes on the Lee County campus for recruiting purposes
 - prepared two credit review packets
 - attended Dunbar High recruiting event
 - attended Advising department meeting
 - worked with Testing to get FTCE scores in the computer system
 - followed up with all final interns regarding their remaining degree program requirements
 - notified Hendry-Glades cohort of district support

Field Experience: Sherry Blanset reported: **ELED:**

- 21 final interns placed, entered into Anthology
- 49 practicum 2 placed, entered into Anthology
- 29 practicum 1 placed, entered into Anthology
- 71 foundations placements requested
- Created Anthology accounts for foundations, renewed accounts as needed
- EDF2005 Observation Dates for Collier, Lee still pending
- Job Fair October 20th; invited 12 partners, 11 confirmed
- Welcome Aboard event Hendry 9/6
- Scheduled Lee New CT Training & Renewal Training
- Scheduled Practicum 1 & 2 CT orientations
- Resolved student/CT field experience issues as needed

ECE:

- Placed 2 practicum students with Lee Schools

In Process:

- Development of CT Renewal Training (together with Anne)
- 1 outstanding Practicum I issue in Lee (ct had surgery)
- EDF2005 Observation opportunities in Lee
- Monitoring hours and evaluations
- District partnerships/relations

Committee Reports:

Shared Governance: Anne Angstrom reported:

The Shared Governance Forum met on Wednesday, August 16. The forum discussed the format of meetings and suggested that specific topics or college-wide issues be the focus of future conversations. Dr. Bilsky has responded to the suggestion that the forum could benefit from having additional faculty to contribute to the conversation. Please see her email to faculty on September 6, requesting that interested faculty submit their names to either her or Senate President Tim Bishop by Thursday, September 21. The request is aimed at adding 10 new faculty to the forum, with preference given to “faculty who are currently not serving on one of the College’s five Standing Committees or on the Senate’s Executive Committee in order to encourage new ideas and new voices to step forward.” The next forum will be held on Thursday, September 28, by Zoom. The focus of the discussion will be increasing enrollment and student retention, which are in alignment with President Allbritten’s strategic initiative of “Enrollment Management.”

Academic Standards: Anne Angstrom reported:

Academic Standards met on Friday, September 1. We welcomed Bill van Glabek as the new committee chair. The committee discussed its charge for the academic year, which includes getting clarification on the process that faculty follow for reporting Academic Misconduct. This document, that the committee developed last academic year, was approved by Faculty Senate. However, its current status is unclear.

The committee will also be reviewing handbooks associated with programs across the college, including nursing, EMS, and education.

Faculty Senate: JoAnne Devine reported:

Faculty Senate met on Friday September 1. The meeting reviewed the accreditation updates for the college. Since we are leaving SACS, a new accreditation body is being considered. There were few standing committee updates since most have not met yet.

The majority of the meeting discussed the new Shared Governance Committee. There are several concerns about this because of the time it is going to meet (at the time that other committees are meeting) as well as the number of administrators that are on the committee in relation to the number of faculty. Dr. Bilsky has asked if anyone wants to be a part of this committee to contact her. The main concern about this committee is that it is not really shared governance since this committee is not giving faculty that are on continuing contract a fair chance to contribute. The other concern is that shared governance is a role in faculty senate and that much of what this committee will be charged with is really a faculty senate agenda. In the executive board meeting, this was gone over again. We have been asked to go to our departments and see if there are any continuing contract faculty that are able to be part of this committee.

Curriculum Committee: Julia Kroeker reported:

Curriculum Committee met on August 16th. To date no new proposals have been reviewed. Jeremy Pilarski is now the chair of the committee. We heard from Rebecca Harris in regards to her role as Director of Collegewide Curriculum and Academic Advancement, as well as a few changes in Curriculum and the RFA (Ready for Action) form. Curriculum Committee will be meeting the third Friday of each month going forward so the committee has more time to review proposals before meetings.

ATC: Regina Miller reported:

ATC – ATC met on 9/1. We are working on revising the purpose for ATC on the website. This semester we will focus on the following: (1) Technology Survey, (2) Regular and Substantive Interaction (RSI), and (3) Teaching with Tech Online Handbook.

eLearning: Regina Miller reported:

The eLearning coordinator position has been restructured. We now have two distinct roles: Online Course Reviewers and Online Teaching Excellence Coordinators. We will no longer hold eLearning coordinator meetings.

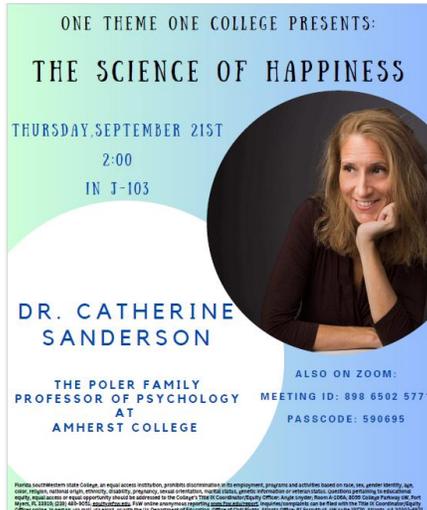
GEAC: Joyce Rollins reported:

- SB 266 was discussed and how this bill will most likely have impacts on core curriculum in Florida and, by extension, our gen ed courses and program.
- Committee Charge was reviewed to see if any revisions were needed. (It was decided the committee charge didn't need any updates.)
- Goals for this academic year were outlined and will be finalized at the next meeting. But, while we wait to hear more information about SB 266, we are going to do what we can to prepare for

changes. But at FSW, we will be concentrating on developing professional development opportunities concerning the CREATIVE competencies and developing professional development opportunities for writing course learning outcomes.

OTOC: Joyce Rollins reported:

- Sept. 21: 2:00 – 3:00 - J103 or Zoom
Catherine Sanderson “The Science of Happiness” (flyer attached)



Professional Development Committee: In Kelly Roy’s absence, Anne Angstrom reported:

The Professional development Committee met on September 1st. Dr. Martin McClinton is a new ex-officio member. We welcomed Shauntae Lawrence, new Administrative Assistant for the Center for Teaching and Learning Excellence.

A new statement has been added to the Request for Travel Funding acknowledging that the VPAA must approve all travel after the Committee’s approval. A new Qualtrics form has been launched to apply for travel funding. https://fsw.qualtrics.com/jfe/form/SV_b16SjPmngNOLY7s

The per travel limit was raised to \$2500. All faculty requests for September, October, and November were funded.

Annual goals for the committee were developed to include, encouraging Professional Development through the CTLE and beyond, and Updating the Adjunct and Full Time Faculty Evaluation Plans to reflect accurate information for 2024.

Library Advisory Committee: Caroline Seefchak reported:

The Library Advisory Committee Meeting was held on August 17. Most of what Dr. Tim Bishop told members of the School of Education was included in the discussion. The Library has the ability to scan textbooks for students to be able to check out and use as eBooks. If you want to do this, have a copy of your text to give the Library to keep for copyright purposes.

Leaning Assessment Committee: Caroline Seefchak reported:

The Learning Assessment Committee met on Thursday, August 17 and on Friday, September 1. The committee has changed and has been separated into two different entities. The LAC will be comprised of faculty from different schools and departments. Broken out from the LAC are those who will be Assessment Coordinators assigned to one or more departments to oversee assessments that align with the College's accreditation compliance. The new version of the LAC is charged with writing a new Mission Statement and Goal Statement. Three current members of the committee are former chairs of that committee and have volunteered to form a sub-committee to write these statements.

Sunshine Committee:

The Sunshine Committee will be looking for a new chair at the end of this academic year. Please think about taking on this opportunity to lead birthday celebrations in the School of Education.

Meeting adjourned at 2:10 p.m.

/kdl