**Florida SouthWestern State College
School of Business and Technology
Department Meeting Minutes
(08/16/2023)
MINUTES**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Present** | **Absent** | **Excused** |
| **Administration** |  |  |  |
| Dr. Mary Myers, Dean | X |  |  |
| Jennifer Baker | X |  |  |
| **Department Chairs** |  |  |  |
| Alisa Callahan | X |  |  |
| Dr. Mary Conwell | X |  |  |
| Dr. George Kodsey | X |  |  |
| Dr. Richard Worch | X |  |  |
| **Faculty** |  |  |  |
| George Kodsey | X |  |  |
| Rushell Hopkins | X |  |  |
| Ken Belcher | X |  |  |
| Alethea Pugh | X |  |  |
| Mary Conwell | X |  |  |
| Whitney Walker | X |  |  |
| Roger Webster | X |  |  |
| Richard Worch | X |  |  |
| Delores Batiato | X |  |  |
| Jennifer Patterson | X |  |  |
| Timothy Lucas |  X |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Present** | **Absent** | **Excused** |
| **Faculty** |  |  |  |
| Krissy Cabral | X |  |  |
| Miguel Rivera | X |  |  |
| Kerry Cramer | X |  |  |
| Mark Snyder | X |  |  |
| Alisa Callahan | X |  |  |
| Brian O’Reilly | X |  |  |
| Michael Hoffman | X |  |  |
| William Van Glabek | X |  |  |
|  | X |  |  |
| **Staff** |  |  |  |
| Mary Fullenkamp | X |  |  |
| Judy Dantes | X |  |  |
| Caroline Siefert | X |  |  |
| **Adjunct Faculty** |  |  |  |
| Michael Kohl | X |  |  |
| **Guests** |  |  |  |
| Whitney Rhyne | X |  |  |
| Jane Charles | X |  |  |
| William Shuluk | X |  |  |

**Call to Order.** Dr. Myers called the meeting to order at 1:30pm.

**Unfinished Business.** No unfinished business was brought before the committee.

**New Business.** Dr. Myers introduced new faculty and staff members. Library liaison, Jane Charles, discussed the shift from ProQuest to Business Source Ultimate; she invited faculty to reach out with any questions. Whitney Rhyne reviewed Workforce Education—scholarships, grants, funding opportunities, new badges, restructuring within the department, and their new career connection center. Dr. Myers introduced the department chairs and staff, asked for contact information to be updated, and reminded faculty of important course related tasks as well as curriculum meetings. Dr. Myers reviewed on-campus resources: ADAptive services, campus safety, Help Desk.

**Adjournment.** The meeting was adjourned at 2:30pm.

(Mary Fullenkamp), Coordinator