**MINUTES-Academic Success Department Meeting**

April 12, 2024

2:00 - 4:00 PM

<https://fsw.zoom.us/j/88980767946>

1. Good News
2. Follow-up from SAHSS meeting
	1. Dr. Ring was hoping for information about Dept. chair or hiring, no new information yet
3. Committee Updates (as needed):
	1. Curriculum Committee
		* Dr. Evans-there will be a new way to submit requests and make changes, no longer using Curriculog
	2. Professional Development Committee-
		* Updates provided during SAHSS meeting by Dr. Ortolano
	3. Learning Assessment Committee-
		* Dr. Hester-no new news, committee is revamping member roles
	4. OTOC
		* Dr. Schultz- no meeting last month, continue to send your somewhat developed ideas for the “Our Changing Worlds” theme to Dr. Jett
	5. General Education Advisory Council
		* Dr. Schultz-Writing Intensive designation was recommended to Faculty Senate to be opened up to disciplines outside of humanities, social sciences, English
		* A Writing Across the Curriculum position was also recommended to Faculty Senate, Faculty Senate furthered the recommendation to Dr. Biltzky
	6. Academic Standards Committee
		* Prof Maguire-Committee did not meet last month
	7. Academic Technology Committee
		* Packback writing labs - There will be a link to it in Canvas under Student Resources soon. Faculty are encouraged to try it with students. Enroll in the toolkit for updates and more info: <https://fsw.instructure.com/enroll/LCKART>
			1. If teaching summer classes, keep an eye out for it and consider using it in summer classes
		* Multi-factor authentication
			1. New students will be required, current students will transition to using it in May, but try to encourage students to transition sooner
		* Alternatives to Kaltura under investigation
			1. Next year is last year with Kaltura, but any videos you have will migrate to new system
		* RSI handbook in the works to be available in the Fall
			1. Will give faculty clear guidelines on what is expected and how much interaction is required for online classes
	8. Center for Undergraduate Research and Creativity
		* Research Expo a success
		* New website: <https://www.fsw.edu/curc>
4. Advising Updates
	1. Walk-in advising starting April 29th – May 9th
	2. Starting the week of May 13th, academic advising at all campuses will host walk-in advising on Wednesday and Thursdays as a pilot throughout the summer
5. Hiring updates
	1. [FSW.edu/jobs](http://fsw.edu/jobs)
	2. SLS position posting is now visible/available to everyone
		* April asked for volunteers for screening committee, Dr. Schultz, Dr. Nicholas, and Dr. Evans volunteered
6. Canva - new features available. Toolkit enrollment: <https://fsw.instructure.com/enroll/AH8JDL>
	1. Prof Maguire expressed concerned about students use of Canva and AI
		* Professors need to provide guidance to students about use of AI on Canvas
		* Is it okay to use AI for images?
		* In SLS courses, professors can make adjustments to assignment guidelines
7. Upcoming Events/Reminders
	1. [Upcoming PD from FSW Online and Tech Champion Coordinators](https://fsw.presence.io/event/the-helpful-teaching-strategies-micro-session-series-card-10-clearly-communicate-class-expectations), April 17 at 2:00
		* Clearly Communicating Class Expectations
		* At the same time, there will be a Financial Aid Q & A session
			1. Can any SLS professor attend in case we need to update our information in textbook or modules? Dr. Evans volunteered
	2. [AI Open Forum: AI and Well-Being](https://fsw.presence.io/event/ai-open-forum-ai-and-well-being), April 18 at 4:00
	3. Commencement May 3 - Full-time faculty need to RSVP ASAP
		* 10 a.m. ceremony
8. EAP and REA topics/questions
9. SLS topics:
	1. Success Strategies Survey updates
		* Dr. Beard and Dr. Olson worked on it to make more relevant, should be ready for fall to start implementing it
		* Has some similar questions
		* Dr. Schultz asked to see draft, Dr. Ring will send to us
	2. Goals for 2024-2025
		* We don’t have to decide anything right now, can wait until fall (Per Dr. Harrington)
	3. Feedback/Necessary Revisions for SLS Master Shell
		* Dr. Ring’s goal is to have it ready by May 1
		* Email her with anything that needs to be updated