

Business/Accounting Department Meeting Minutes

ATTENDANCE: Alisa Callahan, Miguel Rivera, Dolores Batiato, Alicia Law, Jennifer Patterson, Whitney Walker, Bill Van Glabek, Adam Davis, Peter Ocsody, Tim Lucas, Chris Marcin, Laurence Cacho

MEETING MINUTES: Friday, September 13, 2024

1. Program Learning Outcomes Update: See attachments for draft program learning outcomes for our degree and certificate programs. Also included is a list of CLOs for our course degree requirements, for your reference.
2. A.S. Entrepreneurship Update: The Daveler Entrepreneurship Institute and the “in process” Entrepreneurship A.S. degree (Adam & Peter)
Question: How do you distinguish between small business management and entrepreneurship as you’re developing this program.
3. Continued discussion regarding course rigor in the world of AI.
ATC Update: The issue of how to manage AI within courses during development was posed to the ATC, and it was put back to the instructors and subject matter experts to handle the issue. QM focuses on course design, not rigor, academic integrity, etc.
4. ECC – Whitney Walker: Confirm and finalize the ECC assessments for newly developed MAN courses and ACG courses.
5. Accounting technology program planning worksheet and suggested course sequencing worksheets will be updated to reflect that MTB 1103 should be taken before any accounting courses. Confirmed with Jenn Baker & Chris Renda. Confirm this change is reflected going forward.
6. Business/Accounting Curriculum Committee Updates: Updated CLOs and course description for FIN2100 are in process. Also asked to put FIN 2100 on the suggested elective list for the BAMA program, and submitted a new course request for an SMAN Personal Finance elective. Other than the A.S. in Entrepreneurship, are there any other pending curriculum changes in process or anticipated?
Use the form found here for Curriculum Committee actions and updates: www.fsw.edu/curriculum.
7. Adjunct Mentors needed: Dorothy Thompson and Laurence Caucho. Volunteers? Alisa will be Dorothy’s mentor and Jennifer Patterson volunteered to be Laurence’s mentor.
8. Adoption of MS Teams for SOBT Business & Accounting communication, file uploads, etc.
9. Alisa, Bill & Tim are up for Comprehensive Review this academic year. Are you guys ok inviting administration in for classroom observations? (I’ve granted my permission but wanted to check with you.)
10. Consider participating in the Be CREATIVE Professional Development Opportunities, hosted by Dr. Matt Vivyan. The series is six sessions, designed to help faculty reconceptualize, reinvigorate, and redesign one of their courses. Faculty who attend four of the six sessions will earn a “CREATIVE Champion” badge in Canvas, as well as a “swag bag.” Faculty can sign up for any or all of the sessions at Florida SouthWestern State

[College \(instructure.com\)](#). While developed specifically with faculty teaching general education in mind, this series is great for anyone who wants to hit the refresh button and get excited about their subject matter all over again.



24-25 PD Series.pdf

11. AI Topic of the Month

Teams Link: [Institute of Innovative and Emerging Technologies | General | Microsoft Teams](#)

Teams Link: [Institute of Innovative and Emerging Technologies | AI Essentials - Questions, Shares, and Quick Tips | Microsoft Teams](#)

AI resource for images: <https://firefly.adobe.com/>

AI resource for images with text: Ideogram

12. RSI: Regular, Substantive Interactions in distance learning: This continues to be a focus for FSW and accreditors. Open discussion for engaging with our students and meeting them where they are.

13. New Business: None