**Academic Success Department Meeting**

January 10, 2025

2:00-4:00 pm

Present: April Ring, Mary Schultz, Laura Shaw, Duke DiPofi, Sharon Hill, Troy Tucker, Sonji Nicholas, David Evans, Jaime Zlatkin, Naira Bishop, Joanna Liebelt, Wanda Day Swearingen, Kristy Ward

1. Good news
   1. Naira Bishop temporary full time SLS instructor on Collier
   2. Laura Shaw-Lee O building might be opening soon
2. Follow-up from SAHSS meeting
   1. 12 Week courses will be initiated in fall-if interested let dean know
   2. Complete course requests for Fall, per Dr. Summary
3. Committee Updates (as needed):
   1. Curriculum Committee-David Evans-no updates
   2. Professional Development Committee-Sonji Nicholas- nothing new since last meeting, reminder: ancillary funds still available
   3. Learning Assessment Committee-Dr. Hester- LAC did not meet
   4. Academic Standards Committee- no one since Karen retired
   5. Center for Undergraduate Research and Creativity (April Ring)
      1. New Director announced - starts in Fall (April) - Wendy Chase decided to go back to FT faculty, Brandon Jett has been offered the position, should be starting in the fall, but may be stepping in this summer
      2. New extra credit assignment coming to SLS COP - Spring Research Expo (usually held in April, so extra credit would encourage students to attend even after GPS/MGP is completed)
   6. Academic Technology Committee (April Ring)
      1. Kaltura was the choice
      2. New [Toolkits](https://fsw.instructure.com/courses/154025/pages/ed-tech-toolkits-3) - Brainfuse, Honorlock and Screencastify
      3. Automated student information stations and sandboxes in Canvas
      4. FSW offering new QM course: [Improving Your Online Course (IYOC) | Quality Matters](https://www.qualitymatters.org/professional-development/workshops/higher-ed-iyoc)
   7. Gen Ed Advisory (Mary Ellen)
      1. Writing Across the Curriculum (WAC) position-Cara Minardi and Suzanne Biedenbach are putting together a job description and proposal to present to Eng. Dept, GEAC, and Faculty Senate (in February)
      2. Gen Ed PD-Jamie Votraw looking to create a Canvas toolkit to inform faculty about general education at FSW
      3. Writing Intensive PD-Elijah and Dani are putting together a Canvas toolklt concerning the WI designation
   8. Event/PD Reminders:
      1. Options for Adjunct Portfolio Review Training
         1. Jan 24 or Self-Paced option
      2. New/Returning Offerings from Tech Champs
         1. [Webinar Watch Parties](https://fsw.catalog.instructure.com/browse/trainingcalendar/tlc/courses/fsw-onlines-spring-webinar-watch-party-series-episode-1) - first Monday of month
            1. There will be three of these
            2. First one Feb 3-Supporting Student Mental Health
         2. Tech Connections continues
      3. Summer Symposium in the works
         1. June 12 - The Art of Humanizing Online Education
      4. Peer Mentor Open House Jan. 22 and 23
         1. Joanna Liebelt-invited students as well as faculty S-102
      5. Offerings from [Career Connection Cente](https://fsw.presence.io/events)r
      6. [AI Workshops](https://docs.google.com/document/d/193SFVgYVe36T_4QMlQwM5J2NvQIZY5YJ/edit?usp=sharing&ouid=100511377473412881480&rtpof=true&sd=true) 
         1. IIET Calendar Spring 2025
            1. Level Up
            2. AI For Everyone
            3. Etc.
   9. November 2024 Boys and Girls Club event
      1. (Rene Hester) Event went well, great opportunity to connect with younger students
   10. Tutor.com in Canvas - Notify students of the switch to Brainfuse
   11. Adjunct mentoring - updates and new mentors needed
       1. New Fall adjuncts assigned a mentor should be submitting a Canvas portfolio, continue communication with mentor.
       2. New Spring adjuncts (and any from Fall who have not taken the training) should sign up for one of the adjunct mentoring trainings (one option is Jan. 24 on Zoom and another is self-paced). Sign up at [www.fsw.edu/tlc](http://www.fsw.edu/tlc)
       3. New Spring adjuncts will not be required to submit a portfolio this semester, but they will be assigned a mentor and should arrange for an observation with their mentor.
   12. EAP and REA topics/questions
   13. SLS topics:
       1. SLS Cohort - Course Revamp
          1. Full time faculty are revising the SLS curriculum
          2. Looking at more project-based assignments
       2. Peer Mentor Updates from Dr. Beard’s department; New Peer Mentor Canvas Module – Pilot
          1. Joanna Liebelt-schedule was done a little differently, PM’s office hours will be at the same time as assigned SLS class meeting time. PM’s will visit classrooms once a week for first 4 weeks for a short talk/presentation. After that, PM and professor can decide how PM’s can continue to work with students.
          2. Laura Shaw - creating a Peer Mentor module that is only visible to PM and instructor. Private, hidden module to share content and communicate with PM.
       3. Suggestions for new topics for Dr. Beard’s [Gamified Workshops](https://www.fsw.edu/studentengagement/workshop)?
          1. Dr. Laura Shaw-feedback from her fall students about current topics was positive
          2. Dr. Ring suggested Health and Wellness topic
          3. Study Skills
          4. Note taking, reading/writing strategies