**Academic Success Department Meeting**

November 8, 2024

2:00-3:30 pm

Present:

* April Ring
* Mary Ellen Schultz
* Laura Shaw
* Sonji Nicholas
* Sharon Hill
* Karen Maguire
* Duke DiPofi
* David Evans
* Troy Tucker
* Renee Hester
* James Acton
* Kristie Ward

1. Good news
   * Dr. Nicholas reported that PTK Collier students won a $1000.00 award from PTK National Headquarters to pursue their Honors in Action project.
   * Prof. Maguire will pursue her passion for dyslexia work in her retirement.
2. Committee Updates (as needed):
   * Curriculum Committee
     1. Dr. Evans – The committee has implemented program changes in language and course codes to match with the State system. There is a new proposal for Community Health Worker CCC; Fire CCC; Entrepreneurship; Business CCC; Biology course proposal changes; and Literature course proposal changes.
   * Professional Development Committee
     1. Dr. Nicholas – The last Friday of November Is the deadline to apply for PD funding for conferences taking place January through March. The new online application process is live. Ancillary funds are available up to $150.00.
   * Learning Assessment Committee
     1. Dr. Hester – No updates
   * OTOC
     1. Mary Schultz – No updates
   * Academic Standards Committee
     1. Prof. Maguire – Students may not publish recordings from class lectures without consent. It is the student’s responsibility to know the laws of the State of Florida. As Prof. Maguire is retiring, we need a new representative for this Committee.
   * Center for Undergraduate Research and Creativity – Dr. Ring
     1. Connections Week is rescheduled - Nov. 18-22 (International Ed. Week
     2. New extra credit assignment coming to SLS COP - Spring Research Expo
   * Academic Technology Committee – Dr. Ring
     1. Still deciding between Yuja and Kaltura - want to vote? Complete this [survey](https://docs.google.com/forms/d/e/1FAIpQLSel-UZlSVkNHkAWElvSkyFiddNW3TQK653iYOz-LzpdBYww9A/viewform)
     2. Brainfuse – Will replace Tutor.com.
     3. Automated student information stations and sandboxes in Canvas – will be like a course and we will get a sandbox for this automatically.
     4. Three levels of service available from instructional designers: Consultant, Collaborator, Concierge
   * General Ed – Dr. Ring reported that Prof. Votraw is now the Chair
3. Event/PD Reminders:
   * [Gratitude Challenge Recognition Form](https://forms.gle/RRpizWBZyxoLEKEi9) - Deadline November 10
   * [Fall Preview](https://www.fsw.edu/openhouse) November 14
   * Boys and Girls Club College Day Experience November 16
   * Training on Adjunct Evaluation: [November 21](https://fsw.catalog.instructure.com/browse/trainingcalendar/tlc/courses/annual-adjunct-review-process-nov) or January 24
   * [PD Committee Infographic](https://drive.google.com/file/d/1LF4YIgQ00q7jci8qETniHza42vvkREap/view?usp=sharing)
4. Faculty up for Continuing Contract – The Committee met and noted that they are on schedule with submitting required material
5. Adjunct mentoring – Wanda Day, former FT SLS faculty, is returning as an adjunct
6. EAP and REA topics/questions – Dr. Hester noted that the Instructional designer updated the REA course and did a fabulous job. Prof. Tucker had no updates.
7. SLS topics:
   * SLS Master Shell Updates
   * SLS Course Updates – Full time faculty will update Cornerstone class. It has been 15 years since the course was first implemented so this is a good opportunity to make changes. One aim will be to help students better prepare for the Capstone course. Some AS programs will not be required to complete SLS. Faculty are to think about the curriculum to determine elements to be both retained and/or eliminated. The Redesign Group will meet throughout the Spring 2025 semester: probably on Fridays. All full time SLS faculty agreed to participate on the team and will get 3 credits of reassignment time to do so in the Spring 2025 semester. Dr. Ring and Dr. O’Conner will facilitate the group.