

Planning for Spring



September 2022

FLORIDA
SOUTHWESTERN
STATE COLLEGE
SCHOOL OF PURE AND APPLIED SCIENCES

SoPAS Meeting Agenda



Welcome Back!

- School Updates
- Policy Updates
- Academic Committee Updates
- Schedule - Sep & Oct Key Dates



SoPAS Updates

Poor Spellers of
the World -
UNTIE!

- My Goals:
 - Frequent and transparent communication!
 - Monthly Emails
 - Monthly Zoom Meetings
 - Microsoft Teams
 - Campus Visits
 - Look at creating/updating/sharing systems to help the admin side of things
 - MFA!
 - Attendance Verification and Grade Change Form
- Topics for August: Summer Updates & Getting the Semester Started, ??'s
- Topics for September: Textbooks, the Spring Schedule, ~~Master Courses, and Evaluations~~
IT UPDATES
- Topics for October: Spring Schedule, Evaluations, AA Program Assessments
- Topics for November: End of Semester Procedures! *Veteran's Day so Via email*









Modalities

Ex. Section Number	Campus
101	Lee Campus
201	Collier Campus
301	Charlotte Campus
701	Hendry/Glades Campus
801	Online (no class meetings)
901	Live Online (Zoom)

F – Flex
B – Blended
X – Linked

For example, Section 101 is a traditional class meeting on Lee Campus, Section 901 is a Live Online Class meeting in Zoom, Section 30B is a Blended class with a ground component meeting on Charlotte campus, Section 90B is a Blended course meeting online, and Section 70F is a Flex course with the instructor at Hendry Glades, but a class that students can attend in person or via Zoom.

Instructional Method	Description	Location
FSW Online 	In an FSW Online course all of your instruction and coursework occurs through Canvas, and you are not required to attend any scheduled class meetings. Instructors may offer optional synchronous meetings, but not require them.	Online Only
FSW Live Online 	FSW Live Online courses are a special version of an online course where instruction occurs via Zoom during a regularly scheduled time.	Online Only
FSW Blended Online 	In an FSW Blended Online course you will meet in a virtual Zoom classroom for some class meetings and also be required to complete coursework delivered online through Canvas. You do not have to come to campus.	Online Only
FSW Blended On Campus 	In an FSW Blended On Campus course your professor will mix required on campus class meetings with online coursework. The online portion of the course may be live in a virtual Zoom classroom or all asynchronous in Canvas.	A mix of both
FSW Traditional 	In an FSW Traditional course you will be expected to meet on an FSW campus on a regular weekly schedule.	On Campus Only
FSW Live Flex 	In an FSW Live Flex course, you choose how you attend each class. You can opt to come to campus for every class, join virtually by Zoom every class, or a mix that fits your needs. The class will always meet together at regularly scheduled times, but some classmates will be attending virtually.	A mix of both



SoPAS Updates – Planning for Spring!

Spring Schedule



- Due to Schedulers Sept 30th
- *Step 1 – Courses by number of ground sections per campus*
- Step 2 – Sections by Modality (ground / live online / online)
- Step 3 – Day / Times / Instructor / Modality (Blended vs Flex) / **Rooms**
- Step 4 – Confirm individual schedules with Faculty

Spring Textbook Adoptions



- Due to Andy Sept 30th
- New Process for Science Course Directors – Gus has details in Dept Meetings
- One book per course per campus!
- *I am asking you to think through implications for fellow instructors and for your students when choosing both textbook AND format!*



SoPAS Updates – Planning for Spring!



- Planning for Spring (More from your Department Chairs)
 - Textbooks – One adoption per course per campus
 - 5 campuses (Lee/Charlotte/Collier/Hendry Glades/Online – online includes live online)
 - Need to be consistent between Textbook vs Access Code – need to pick one
 - What's on the Follett website is the official adoption
 - Cengage Unlimited / Pilots / OER exceptions
 - Please be patient with Dual Enrollment Students – they are facing issues through no fault of their own
 - They may not have yet receive textbooks
 - ProctorU and/or Proctorio might on work on school issued computers
 - Some of it is on the schools, some on Google updates and IT issues, *and some is on us*
- *For Spring, please work with your course directors (and Andy!!) on getting our part set up correctly.*

Policy Updates



- Spring Guidance from VPAA
 - Sept 23 paperwork to HR; Please let me know so I can work into the schedule
 - 3/2 split – have flexibility based on our non-uniform credit hour and contact hour classes
 - Overloads not counted in split
 - Friday Classes?
- **Canvas** & Portolium approved for Continuing Contract Portfolios
- Credentialing Options within SPAS?

VPAA Updates

Many, Many (Many) IT changes keep coming – full slides in Teams

- Flexible Technology Classrooms
- College Issued Workstations
- Phone System Overhaul – Zoom Phones
- Canvas Impact
- Chatbot (ViKi)
- TDX Expansion
- GLBA Requirements
- FSW Portal

Policy Updates



Flexible Tech Classrooms

CLASSROOM ENHANCEMENTS

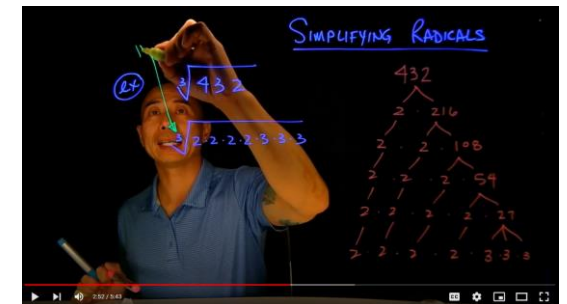
2019

- Tier 1 Classroom
 - Basic Technology including instructor computer, projector, doc cam, etc.
- Tier 2 Classroom
 - Tier 1 plus interactive technologies such as Smart Sympodiums, Interactive Whiteboards
- Tier 3 Classroom
 - Tier 1 technology plus video conferencing capabilities.
- Tier 4 Classroom
 - Fully immersive space with multiple displays, interactive technologies, and video conferencing.

2022

- Tier 1 Classroom
 - Basic classroom includes enhanced video, audio, dual instructor monitors, touch screens, smart switching technology, projector
- Tier 2 Classroom
 - All Tier 1 technologies plus multiple screens in classroom to display content
- Tier 3 Classroom
 - Fully flexible space, includes all Tier 1 & Tier 2 technologies plus enhanced technology such as eGlass, and AI technologies

eGlass



<https://youtu.be/8Af1Em0IGBI>

eGlass demo – MATH COBP
Today at 12:30 (U117/Zoom)

Status – 150 Rooms complete
138 more by May 2023

Policy Updates



College Workstations

Proposed

- Laptop (Desktop with justification)
- Dual Monitors(2 sets if Hybrid)
- USB Bank
- External Webcam

Note: Remote/Hybrid workers will eventually have one workstation



Rationale:

- Most employees secure secondary devices (laptops) from IT using departmental budgets
- FSW Anywhere implementation
- Reduction of issued devices
- Implementation of College VPN (all devices can connect to college VPN) allows updates remotely to all laptops regardless of location

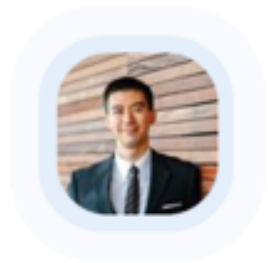
Policy Updates



Zoom Phones

Your physical office phone will now live on your PC and your cell phone or tablet (anywhere you have the Zoom App)

- Enables remote/hybrid workers to not have to give out cell numbers to communicate with FSW community
- You manage your Caller ID, VM and SMS from the console
- Classroom and justification phones



Grant MacLaren

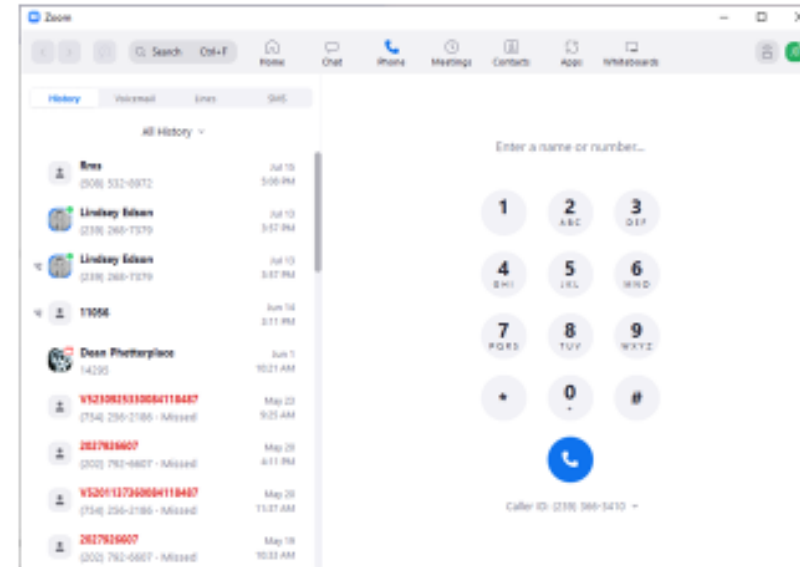
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Accept



Decline

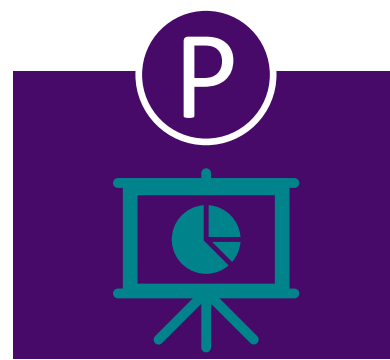


IT with some faculty volunteers tested Zoom phone for 3 months over the summer.

- IT will start to port over their current numbers to Zoom and setup the first FSW Zoom Call Center for the IT Helpdesk.
- Phased rollout over the next 6 months
- Goal is to be off the old system by January 2023

Starting with IT and Staff
Goal to be complete by Jan 2023
Faculty Last

Policy Updates



Canvas Impact

Additional courses, including those from past and future terms, may be found on your All Courses page.

Published Courses (16)

Banner 9 Training

Banner 9 Training

Compliance Training

Compliance Training

Professional Development

Get Targeted Support

We have a new tool, Impact, to help provide relevant help information to you wherever you are in Canvas. Select the "Support" button in the Global Navigation to see it in action.

Also, to dismiss pop-ups, like this one, be sure to check the "Don't show this again" box before selecting the Close icon.

☐ Don't show this again

Helpful?

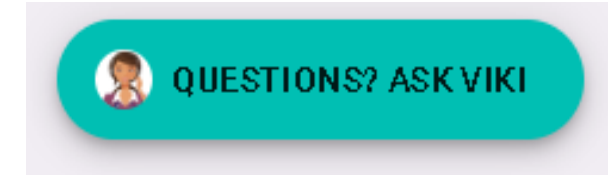
Flex! The Future of FSW

TLCSE-012822

Canvas Catalog

Already Installed

Chatbot (ViKi)



Team Dynamix (TDX) Expansion

FLORIDA SOUTHWESTERN STATE COLLEGE

Search the client portal

Jason Dudley

College Services OIT Home Projects Services Knowledge Base

Information Technology

Facilities

Finance

Marketing

Risk Management

Teaching and Learning Center (TLC)

Student Affairs

View My Open Requests

View My Open Requests once logged in, shows your current active requests (tickets).

My Approvals

My Approvals once logged in, lists all actions requiring your approval.

Find Answers

Find Answers will take you Knowledge Base support articles for common solutions to issues.

Live IT Support

FSW Information Technology offers phone, in-person, and Live chat support to assist you.

Professional Development

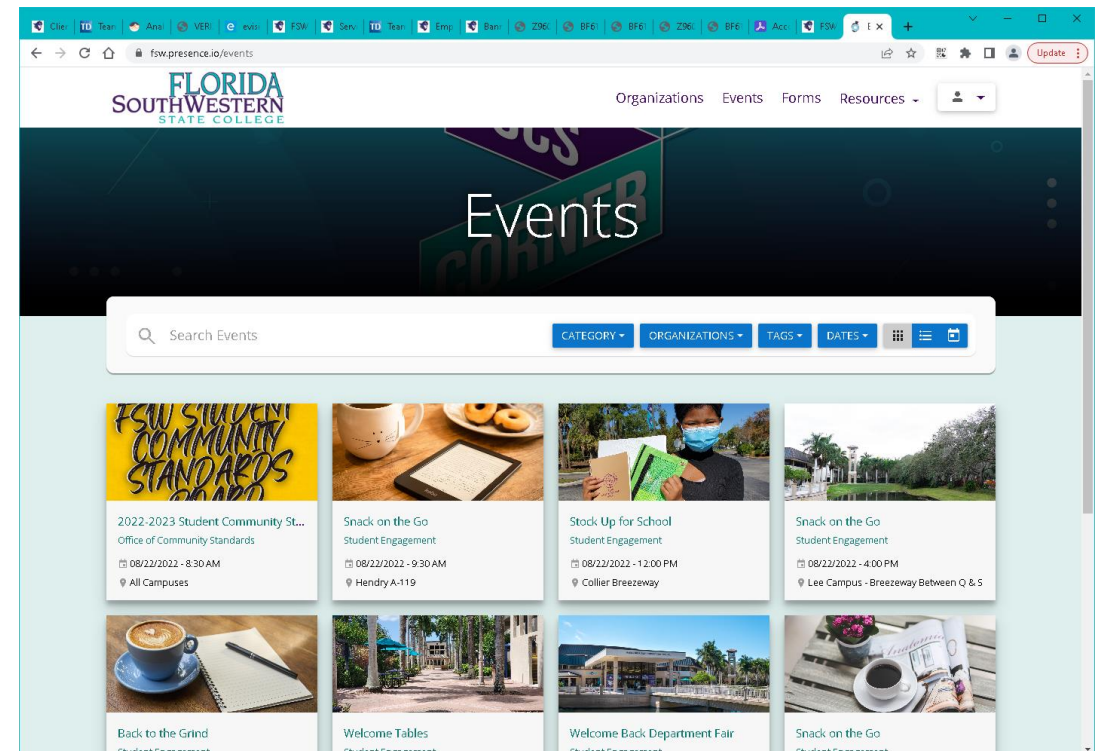
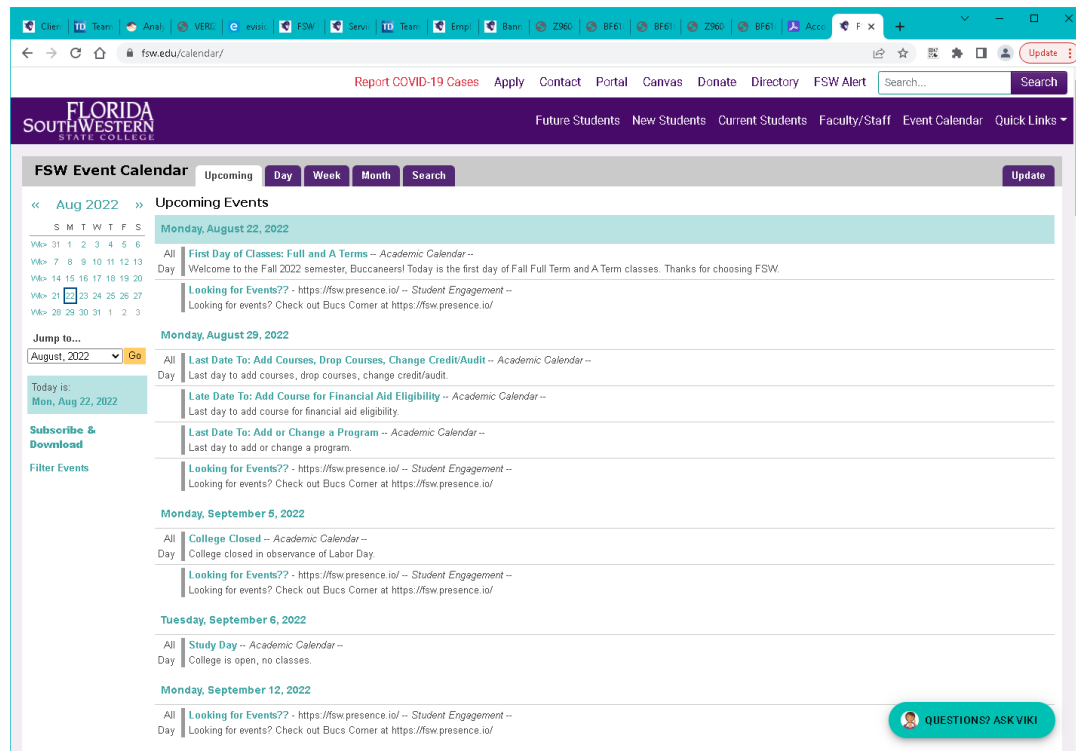
View current professional development sessions through the Teaching and Learning Center

Policy Updates



Calendar Application

College purchased Presence, a student engagement platform, which allow departments to create “sites” for students to interact with departments and student clubs (www.fsw.presence.io) It also has a calendaring system that is modern, user friendly, flexible and easy to expand to use across FSW. Target Date January 2023.



Policy Updates



FSW IT Updates

GLBA Requirements

- Institutions of Higher Education were ruled to be Financial Institutions. Changes to GLBA Safeguards rule published in the Federal Register on December 9, 2021.
 - Rule changes went into effect January 10, 2022.
 - Sets December 9, 2022 as deadline to become compliant with new controls.
- Security Controls: Encrypting data, MFA, secure disposal of data, detect unauthorized access of data
 - Use of unauthorized external storage devices such as USB and external hard drives.
 - Data always encrypted (rest and during transit)
- Student MFA coming – probably by Spring Break
- Stricter Security Training tracking – 30 days for new faculty/annually in Canvas
- Encrypting of Data could restrict Personal USB drives – **best practice is to start storing classroom files in the Cloud. . . .**

Policy Updates



GLBA Requirements

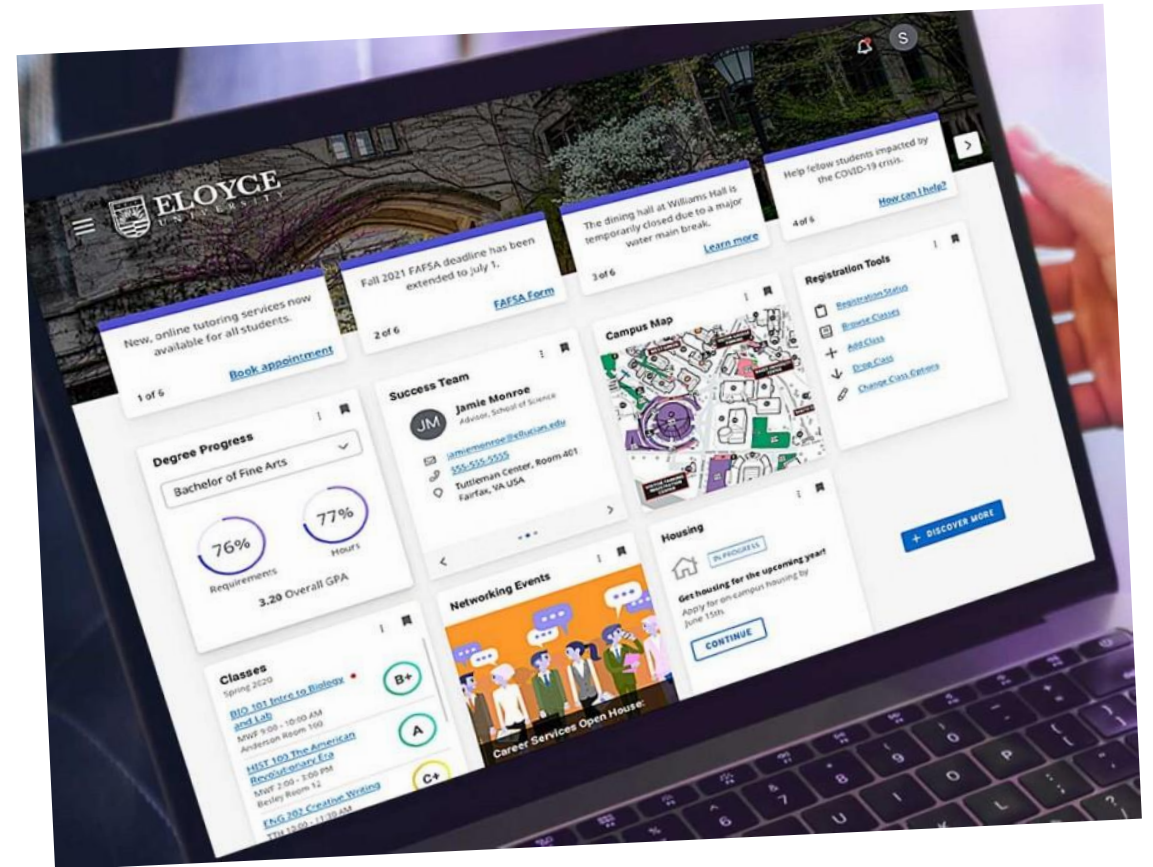
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Policy Updates



- Current Portal is unsupported and end-of-life 12/31/22
- Starting the implementation of the new FSW Experience portal next week
- First releases of the new portal will take place in January 2023.
 - Phased to move everything off old to new

New Portal



Policy Updates



Simple Syllabus

- FSW is moving forward with implementation
- Current plan is for a SUMMER 2023 rollout
- Lots of behind the scenes organization to align
 - Things for use to think about – what policies do we want to add to the syllabus (would be tied to the course pre-fix)?
 - Lab Safety?
 - Proctorio and ProctorU Guidance?
 - Integrity / Code of Conduct Statements?

Academic Committee Updates



From SPAS Reps

- Academic Standards
- Academic Technology
- Curriculum
- General Ed
- Learning Assessment
- Professional Development

- TLC Coordinators
- eLearning Coordinators
- QEP Guided Pathways
- OER
- OBOC

Schedule - Upcoming Events – Current Events Fliers in Teams



Faculty Events:

- Instructional Technology:
 - Sept 12th @ 2:30 – Round Table Discussion on Combating Plagiarism
 - Oct 10th @ 2:30 – Simple Syllabus
 - Nov 14th @ 2:30 – New quizzes in Canvas
- FSW Parent Support Group
- TLC: Accessibility Tech Tues
 - Sept 23rd – Tech Enhanced Classroom/Kahoot/DEV101 QM Rubric
 - Sept 30th – Adjunct Portfolio; Mentoring Matters
- Shared Governance Forum Names (today)
- **CREATIVE Capstone – Applications due Sept 16th**

Student Events:

- Sept 8th @ 6PM - David and Goliath Speaker Series (OBOC) – Lee J-103 or Zoom
- Sept 9th – Student Leadership Conference for the Fall
- Various – Library Micro-workshops
- Study Abroad Program – Our own Professor Emily Porter is teaching **EVR 1001C: Introduction to Environmental Science in Italy** and Professor Jordan Donini and Dr. Angus Cameron are teaching **IDS 2891: CREATIVE Capstone Tropical Conservation in Costa Rica.**
- Adult Learner Connections Series

Schedule - Upcoming Key Dates



See Excel Spreadsheet in Teams

- Friday, September 16, 2022
- Monday, September 19, 2022
- **Friday, September 30, 2022**
- **Friday, September 30, 2022**
- Thursday, October 6, 2022
- **Monday, October 10, 2022**
- **Wednesday, October 12, 2022**
- Thursday, October 13, 2022
- **Friday, October 14, 2022**

Sub committees Finalized/Optional
& New Faculty Conferences Complete

Last day to withdraw - Fall Mini A term

Initial Spring Schedule Due to Schedulers

AY 23-24 Textbook Adoption List Due

Last Day of classes Fall Mini A term

Final grades due @ NOON - Fall Mini A term

Spring Schedule Closed for Optimization

First day of classes - Fall Mini B term

SPAS School/Department meetings

