Summer and Fall Planning

February 2025

FLORIDA SOUTHWESTERN
STATE COLLEGE

SCHOOL OF PURE AND APPLIED SCIENCES

SPAS Meeting Agenda

Welcome Back!

- School Updates
- Policy Updates
- Academic Committee Updates
- Schedule – Sept & Oct Key Dates

SPAS Updates – Strategic Goals

Near Term (this year):

- Increase graduation rates within our AS Degree and CCCs (Updates discussed before the Curriculum Committee this month, effective 2024)
- Outstanding Curriculum Actions - BSC 1051C

Mid-term (3-5 years)

2-3 year Goals

- **ATE Grant – Submitted!**
- **S-STEM Grant – NSF scholarship funds for AA STEM students as well as our AS students – submitting next month**
- AS STEM Internships

  Looking for interested faculty!

5 year Goals

- Environmental AS degree??
- Data Analytics??

Long-term Goals??

SPAS Updates –

BRAINFUSE

Integrating Queless and Brainfuse over Spring Break

SPAS – Spring 2025!
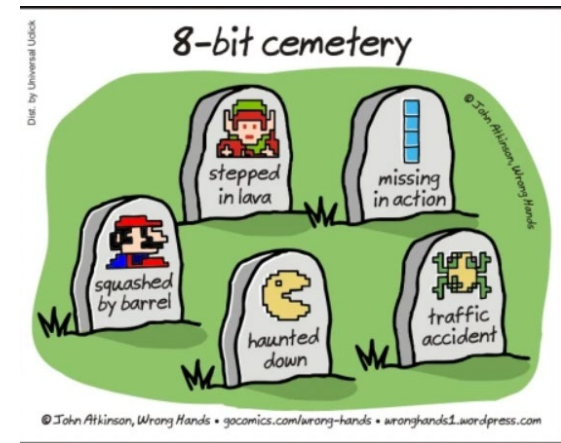
- Automatic Attendance Verification

  Seem to be more late attendance verifications than last three semesters – link in portal

  requires instructors to initiate and complete, must be done before the Withdraw date   (60% of the semester)

- Simple Syllabus – seems to be rolling better – lesson learned?? Template updates?

- Textbooks – only a few adjuncts still struggling with inclusive access – vast majority of courses and students rolled without issue – THANK YOU

- Other Issues?
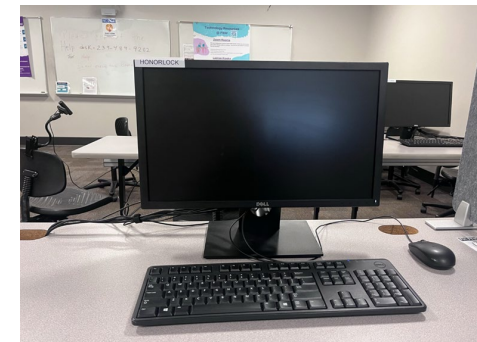
SPAS Updates – Evaluation and Budget Cycles

Budgets

- Annual budget cycle is around the corner – I am submitting project requests over the next three weeks

- I am working with the Lab Managers for lab/facilities request

- Please let us know of any non-routine supply requests or projects you would like to see funded in the next few years. . .

- Requests for next year can also be on end of year funding lists

Evaluations

Adjunct ePortfolios due today
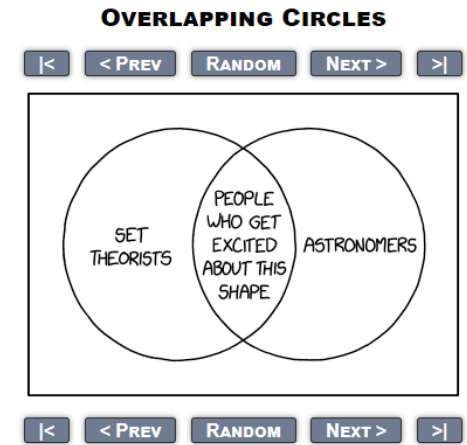
Form 1s and CC ePortfolios due today

Andy has begun scheduling Form 2/CC review meetings – goal is to have the majority of them completed by spring break.

Campus visits:
  Charlotte – March 7th
  Collier – Mar 14th
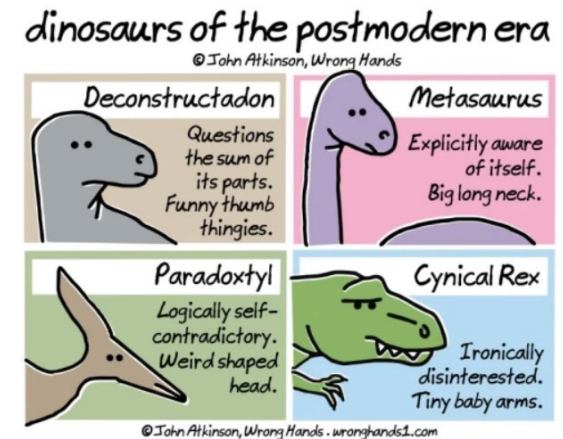 HG/Lee/Zoom – anytime it fits into my calendar!

Evaluations

Everyone has something due the Second Friday in February!

Feb 14, 2025

CC w/5 year review: ePortfolio w/ Form 1

IGCC: SOS data and Form 1 added to ePortfolio

Everyone Else: Form 1's to Dean (me)!

Second Friday in February	**Continuing Contract Faculty Undergoing Comprehensive Review must submit their FEP ePortfolio electronically by second Friday in February.** Include 5th year Form 1.	Continuing Contract Faculty up for Comprehensive Review
Second Friday in February	**Initial Granting Faculty will must submit SOS data and Form 1 to the ePortfolio and the dean/supervising administrator.**	Initial Granting Faculty
Second Friday in February	Faculty submit Form 1 to the dean/supervising administrators.	Faculty
First Friday in March	The President shall notify the applicant for initial granting of continuing contract by letter (via e-mail)	President
Month of March	Dean/supervising administrator holds conferences with Continuing Contract Faculty Undergoing Comprehensive Review, and Annual Contract faculty.	Deans/supervising administrator
End of March	Deadline for Continuing Contract Faculty Undergoing Comprehensive Review to receive written evaluation from dean/supervising administrator. (Faculty member will have a maximum of 10 working days, from receiving the written recommendation, to review the evaluation prior to finalizing and signing the evaluation).	Deans and Faculty
End of March	Form #3 Due to dean/supervising administrator	All Faculty
First Friday in April	All contract recommendations due to Human Resources	Deans, Provost

Planning for Summer 2025

CYBER CEMETERY
(home of the dearly and nearly departed)
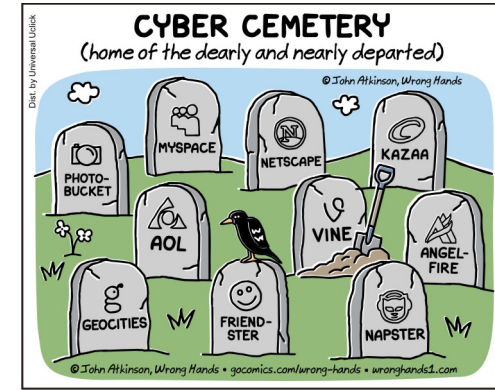
- Summer planning is well underway!
  Summer survey have turned into a draft scheduled – rolled times were off so we are fixing those now! Will send confirmation email when rooms are assigned.

- Textbook adoptions
  Summer adoptions are due to Andy by **Feb 17th**. Course supervisors submit directly to Andy – please highlight changes in particular!

- Simple Syllabus
  – SPAS template open
  - Honorlock?
  - Inclusive Access?

  – Master template open
  - Textbooks

Important Simple Syllabus Dates

Summer 2025 Syllabi
- **2/3/2025** - School template editing opens *(let me know what you see that should be updated!!)*
- **2/5/2025** - Course master editing opens
- **3/1/2025** - Course master editing closes
- **3/5/2025** - Section level editing opens
- **3/28/2025** - Course master must be available to public
- **5/20/2025** - Section level editing closes

Turn off all but one proctoring instructions!

Reminder – only need privacy setting for zoom links – all other sections should be public!

Planning for Fall 2025

early paleontological reconstruction errors
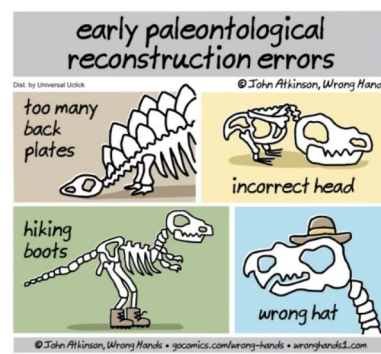
- Fall planning is well underway!
  Fall draft schedule is in – Rooms will be added next week, but due to constructions on both Collier and Lee, TIMES MIGHT GET MOVED

- Textbook adoptions
  Fall adoptions are due to Andy by **Feb 28th**. Course supervisors submit directly to Andy – please highlight changes in particular!

  Now is the time to make any significant textbook adoption changes so we have the summer to update master shells as required.

- Simple Syllabus
  Updates?
  Fall templates should roll summer updates
  Turn off all but one proctoring instructions!

Important Simple Syllabus Dates

Fall 2025 Syllabi
- *3/28/2025 - School template editing opens*
- *4/1/2025 - Course master editing opens*
- *4/14/2025 - Course master editing closes*
- *4/15/2025 - Section level editing opens*
- *7/1/2025 - Course master must be available to public*
- *9/8/2025 - Section level editing closes for Full and Compact-A term*
- *9/18/2025 - Section level editing closes for Express term*
- *10/30/2025 - Section level editing closes for Compact-B term*

Reminder – only need privacy setting for zoom links – all other sections should be public!

Planning for Fall 2025 – Express term

FINAL PAPERS

Fall 2025

Part of Term	First Day of Class	Last Day to Add & Drop
Full and A	Mon, Aug. 25	Thurs, Aug. 28 (3 days after start)
Express	Thurs, Sept. 4	Mon, Sept. 8 (4 days after start)
Mini B	Thurs, Oct. 16	Friday, Oct. 17 (1 days after start)

Spring 2026

Part of Term	First Day of Class	Last Day to Add & Drop
Full and A	Wed, Jan. 7	Tues, Jan. 13 (6 days after start)
Express	Wed, Jan. 21	Thurs, Jan. 22 (1 day after start)
Mini B	Mon, March 2	Tues, March 3 (1 day after start)

Summer 2026

Part of Term		Last Day to Add & Drop
Full and A	Mon, May 11	Thurs, May 14 (3 days after start)
Mini B	Wed, June 24	Thurs, June 25 (1 day after start)
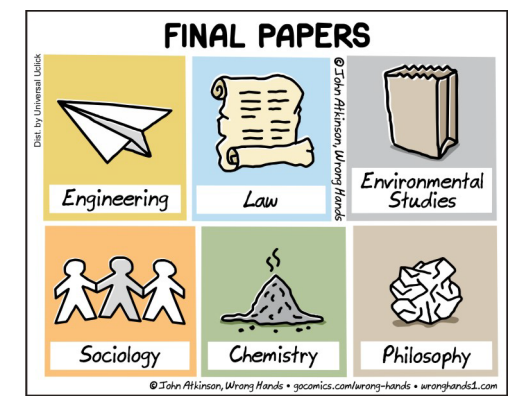
Other Duty Day changes!

WED, NOV 26 - College will be CLOSED (day before Thanksgiving)

No study days needed Fall 2025 (Veteran's Day is a Tues)

SPAS Updates – Preview FSW/Marketing

Business and Community Lunch

Feb 20 – Looking for STEM Student representation on Student Panel
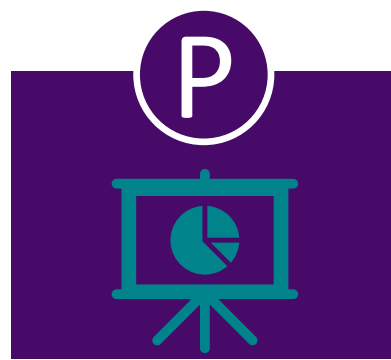
Open houses = Preview FSW

February 25 (Collier), February 26 (Hendry/Glades), February 27 (Charlotte), and March 6 (Lee). Setup begins at 2:30 p.m., and events end at 7:15 p.m. Contact your Dept Chairs to volunteer.

Marketing:

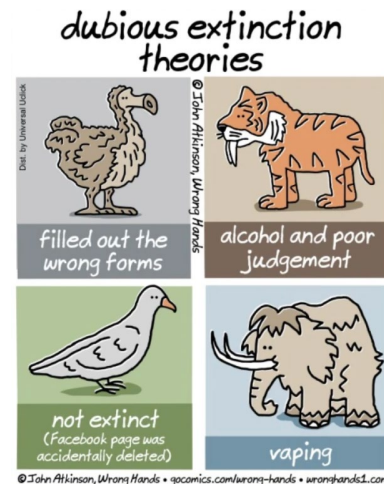- Requested more academic related social media posts
    **As you do cool things in your classes, with your students (labs, field trips, fun assignment), or travel to a conference, please snap a photo so we can share!
- **Updated AA, STEM pathway, AS, and CCC fliers for open houses**
- Additional math/science items on the TVs in hallways
- Our own website content?
- Canva account to make our own fliers. . .

Policy Updates

dubious extinction theories

filled out the wrong forms

alcohol and poor judgement

not extinct (Facebook page was accidentally deleted)

vaping

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HLC Visit – March 31st – Apr 1st

- **Friday, February 28, 2025,** FSW students, faculty and staff will have the unique opportunity to participate in interactive preparation for the College's upcoming HLC on-site accreditation visit. Dr. Nate Southerland, experienced HLC on-site reviewer, who is currently serving as Provost at Santa Fe College in Gainesville, FL, will be on Lee Campus (with Zoom-room links provided to other campuses) to provide us all with informative sessions that include a "mock" HLC question and answer period that will include a mini-dress rehearsal of what to expect when our visiting team arrives.

- **Session A: Faculty—fulltime and adjunct**-- 9:00-10:00 a.m., U-102, Lee Campus <u>in person</u> and Zoom Rooms at other locations (TBA)

- **Session B**: **Staff and Students**--10:30-11:30 a.m., U-102 Lee Campus <u>in person</u> and Zoom Rooms at other locations(TBA)

- ***Zoom room information will follow as soon as arrangements are finalized. Please note: Individual Zoom log-in will NOT be available.***

- **<u>Faculty,</u>** please note that regular Standing Committee meetings and PD usually held on Fridays have been postponed/cancelled to allow for attendance at this special accreditation prep session.

- **<u>Staff members</u>**: Please work with your supervisors to determine your availability to participate.

- **<u>SGA officers</u>**: We look forward to your attendance and your help in encouraging other students on campus to attend.

- All Faculty and Staff who have served as **<u>Criterion Writing Group Team members</u>** this year are especially encouraged to attend as we expect that you will be asked to meet with the visiting team when they arrive on March 31-April 1st.

- Please reserve **February 28th** on your calendars at the times noted for one of our final opportunities to prepare for FSW's opportunity to be the first state college in Florida visited by an HLC on-site team for institutional accreditation purposes.

Policy Updates
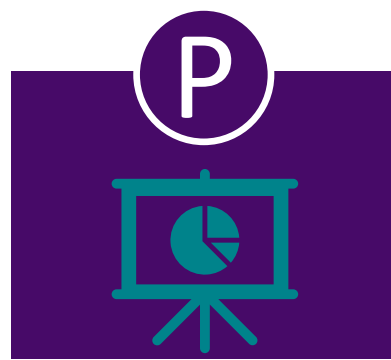
What's New in FSW Ed Tech

Canvas Acknowledges Issues with New "Discussion Checkpoints" Feature
In response to user feedback, Instructure has temporarily disabled the Discussion Checkpoints feature due to its unintended impact on grading workflows. FSW Canvas admin will follow the product updates on this much requested feature and the impacts to SpeedGrader.

Notable Achievements

FSW Discord: A New Online Hub for Students
Our Discord server is becoming a vibrant virtual space where students are actively forming study groups, supporting their peers, attending workshops, and troubleshooting the academic experience. We welcome all members of our community to join the server! **Do you have anyone in your department that would like to interact with students in this space?** Share this link with them: FSW Students Discord

From VP Offices

Upcoming Events & Opportunities

FEBRUARY 24, 2025, 11:00am-12:30pm
The Florida AI Learning Consortium (FALCON) membership meeting will be held from 11:00am-12:30pm and is open to all higher ed professionals in Florida. FALCON's vision is to empower and transform higher education through the integration of AI, fostering a future where technology enhances learning, teaching, and research in a manner that is ethical, equitable, and forward-thinking. Our Spring meeting will include an update on AI legislation, with special consideration on the impact to FL's higher ed community, as well as updates from each of our special interest groups. Register for the meeting.

JUNE 12, 2025 - Save the Date
Block your calendars and plan to join us for an all-day in-person event, ***FSW Online Symposium: The Art of Humanizing Online Education***. The symposium will bring together students, faculty, and staff to collaboratively explore innovative strategies for achieving excellence in online learning. This event will showcase best practices and equip participants with actionable tools and strategies for asynchronous online teaching. Details forthcoming!

*** ***View all of FSW's Ed Tech Toolkits*** ***
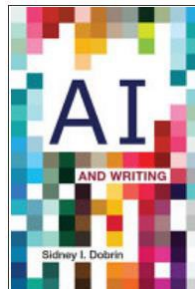
Policy Updates

ONE Theme ONE College: Our Changing Worlds

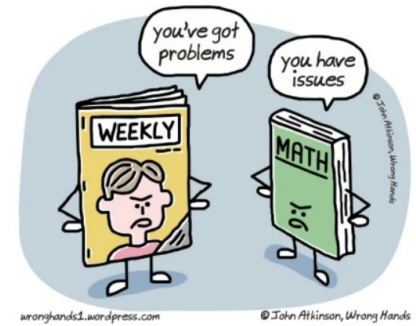Sid Dobrin: Changing Worlds of Technology and the Classroom

UF professor and Chair of the Department of English at the University of Florida Author of "AI and Writing"

Event Details:

- Date: February 18th
- Time: 1:00 PM
- Location: U-102, Lee Campus
- Topic: "AI: So What" - A Special Chat about AI in Education

From VP Offices

Emergency Remote Readiness Class
https://fsw.catalog.instructure.com/browse/trainingcalendar/fsw-online/courses/emergency-remote-ready-training

2025 Commencement Ceremonies:

The College will hold three commencement ceremonies on May 2, 2025, at 9:30 a.m., 12:30 p.m., and 3:30 p.m. Faculty interested in reading graduate names should let me know! In the near future, you will be receiving information regarding the ceremony assignments by School and a form for your "rsvp."

Those needing robes can rent them from the bookstore – details to follow as well.
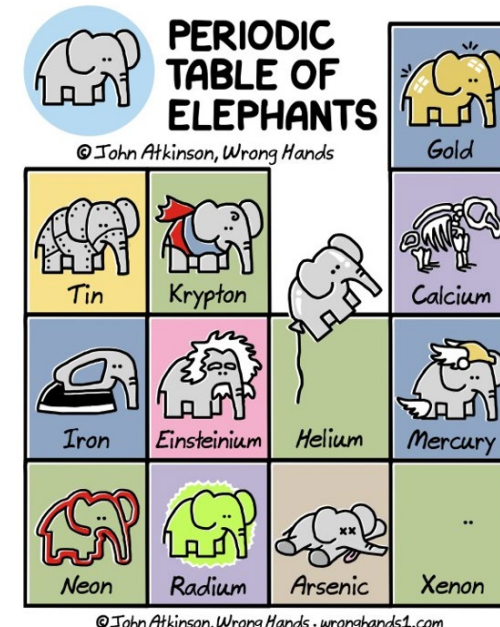
Academic Committee Updates

From SPAS Reps

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

  * (funds!)

- Center for Teaching and Learning Excellence
- Honor's Advisory Council
- OTOC
- eLearning
- CURC
- Library
- Calendar

PERIODIC TABLE OF ELEPHANTS
©John Atkinson, Wrong Hands

Tin
Krypton
Gold
Calcium
Iron
Einsteinium
Helium
Mercury
Neon
Radium
Arsenic
Xenon

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Schedule - Upcoming Key Dates – next 6 weeks

- <mark>Friday, Feb 21</mark>   <mark>State of the College, 2:00 PM, U-102, Lee</mark>
- Monday, Feb 24   Last Day of classes Spring Mini A term
- Tuesday, Feb 25   Collier Preview FSW - FSW Open House
- Wednesday, Feb 26   Final grades due - Spring Mini A term

                                            Hendry/Glades Preview FSW - FSW Open House

- Thursday, Feb 27   Charlotte Preview FSW - FSW Open House
- Friday, Feb 28   Fall Textbook Adoptions Due
- Monday, March 3   First day of classes Spring Mini B term
- Thursday, March 6   Lee Preview FSW - FSW Open Houses
- Friday, March 14   Last Day to Withdraw from a class, full term

                                              IF NEEDED - SoPAS Monthly Meeting

                                              IF NEEDED - Department Meetings as scheduled

- March 17-23   College Closed! ENJOY SPRING BREAK

Schedule –
Professional Development Opportunities

Faculty and Student Events:

Feb 28th: Observatory on the FSW Charlotte Campus. Viewing begins 30-45 minutes after sunset. Feel free to bring anything to make the event more enjoyable (blankets, refreshments, cameras)!

AI Training: Professional Development Series on AI: New series of workshops focusing on AI integration in professional work, including (All sessions are facilitated by Anna Haney-Withrow, Director of Institute of Innovative & Emerging Technologies)**:**

New Possibilities for Decision-Making ([February 10th](#) and [14th](#))

Powerful Projects ([March 3rd](#) and [5th](#))

Data, Insights, and AI ([April 7th](#) and [11th](#))

AI-Related Workshops and Community of Practice:

[AI Essentials Across Careers](#): February 19, 1:30 p.m. (Zoom)

[Future Ready: Build your AI Problem-Solving Portfolio](#): April 8, 11:30 a.m. (Zoom) and April 9, 11:30 a.m. (Lee Q225)

Career Connections Lecture Series:

For Start Up to Success: Real Stories from Local Business Leaders: Thursday, Mar 27, 3 PM Lee Campus, AA-177.

Schedule – PD Opportunities

Tuesday, 2/18
- 10 am, Lee Campus, U 102 and Zoom- "AI: So What?" Lecture by Dr. Sid Dobrin
- 5 pm, Charlotte Campus, Auditorium- "Scott Pilgrim vs. The World" Film Screening and Panel Discussion

Wednesday, 2/19
- 11 am, Lee Campus, J Building Lobby- Community Partner Fair

Thursday, 2/20
- 10 am, Hendry Glades Curtis Center, A Building, Community Partner Fair

Saturday, 2/ 22
- 10 am, Corkscrew Swamp Sanctuary, Collier County *Sign up required:
  https://docs.google.com/forms/d/e/1FAIpQLSc9-3yLzQaJpkbr68hkGvxerXxlybRR7Cd-3LYwjU9zXDb1vQ/viewform

Self-Paced
- **Assessment 101**: Covers student and program assessment at FSW, including state and federal requirements, program-level, and course-level assessment.
- **OER, Copyright, and Fair Use**: Covers proper use of copyrighted materials, library eResources, Fair Use factors, and Creative Commons licensing. Fulfills DEV101 requirement.
- **Adjunct Mentors - Refresher**: Outlines new Adjunct Faculty Review Model and mentor responsibilities for 2024.
- **Annual Adjunct Review Process**: Details the new Adjunct Faculty Review Model process.
- **COP in Instructional Technology**:
- **Reimagine: Adapting Your Course for AI**: Asynchronous resource for adapting courses to address AI challenges and opportunities.
- **Tinker Time with FSW Online:** Flexible professional development focusing on online teaching tools and strategies.

School of Pure and Applied Sciences

$$x^2 + \left(\frac{5y}{4} - \sqrt{|x|}\right)^2 = 1$$

MATH

Humor today curtesy of https://wronghands1.com/