**Florida SouthWestern State College
School of Business and Technology
SoBT Department Meeting
(February 14, 2025)
MINUTES**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Present** | **Absent** | **Excused** |
| **Administration** |  |  |  |
| Dr. Mary Myers, Dean | X |  |  |
| Jennifer Baker | X |  |  |
| Mary Fullenkamp | X |  |  |
| Kimberly Egolf | X |  |  |
| **Department Chairs** |  |  |  |
| Alisa Callahan | X |  |  |
| Dr. Mary Conwell | X |  |  |
| Dr. George Kodsey | X |  |  |
| Dr. Brian O’Reilly | X |  |  |
| **Faculty** |  |  |  |
| Richard Worch | X |  |  |
| Adam David | X |  |  |
| Alex Djahankhah | X |  |  |
| Alicia Law | X |  |  |
| Dorothy Thompson | X |  |  |
| Roger Webster | X |  |  |
| Jennifer Patterson | X |  |  |
| David Hoffman | X |  |  |
| Kenneth Belcher | X |  |  |
| Krissy Cabral | X |  |  |
| Laurence Cacho  |  X |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Present** | **Absent** | **Excused** |
| **Faculty Cont.** |  |  |  |
| Luis Morales | X |  |  |
| Matthew Hoffman | X |  |  |
| Mark Snyder | X |  |  |
| Michael Rubbinaccio | X |  |  |
| Miguel Rivera | X |  |  |
| Nelson Villaverde | X |  |  |
| Rushell Hopkins | X |  |  |
| Sandi Towers Romero | X |  |  |
| Timothy Lucas | X |  |  |
| William Van Glabek | X |  |  |
| Dolores Batiato |  | X |  |
|  |  |  |  |
| **Staff** |  |  |  |
| Peter Ocsody | X |  |  |
| Judy Dantes | X |  |  |
| Christopher Renda | X |  |  |
| Albert Nault | X |  |  |
| Ella Pipes |  |  | X |
| Michele Pelletier | X |  |  |
| Crystal Wernicke | X |  |  |
| Caroline Siefert | X |  |  |

**Call to Order.** The meeting was called to order at 1PM.

**Minutes.** Minutes of the last meeting were approved as submitted.

**New Business.**

**Building K Grand Opening**

* Successful event – thank you to all who came

**New Hire: Administrative Specialist**

* Kimberly Egolf: will have a faculty-centered role in SoBT

**ABA Re-Accreditation**

* Successful site visit: we have been suggested for reapproval
	+ Final reapproval to come in the following months

**State of the College**

* Duty Day: faculty/staff are expected to attend
	+ Please submit a leave request if needed.
* Topic will be focused on the HLC site visit in March/April
* Professor Adam Davis mentioned that there might also be a canned food drive

**HLC Meeting & Site Visit**

* February 28th HLC Meeting: Mandatory attendance either on Lee campus or in one of the Zoom rooms on another campus.
	+ No Zoom links are available. Leave must be taken if you cannot attend.
* Site Visit is March 31 – April 1; further details about attending will be shared at the Feb 28th information sessions.
* Student clubs are encouraged to attend the site visit session on March 31.

**On Campus Clinic**

* Professor Mark Snyder asked about any clinics on campus—there is not.

**FSW Basketball Game**

* Today is the last day to RSVP

**Commencement**

* There will be 3 ceremonies, SoBT’s time is not yet confirmed but should be soon.
* Tickets will be given to student (5 each).

**Department Topics**

* Textbook: Every section of a course must use the same book.
	+ Adoptions are due by 4/15
* Program Outcomes: must be completed and submitted to the curriculum committee as an Information Item.
* Course Development/Updates: Please discuss with your chair and they chair will send the list forward. Please provide rationale for the update.
* Course Gen Ed Outcomes: Course Outcomes must be revisited and updated for every course.
	+

**Student Concerns**

* If you are encountered by and outside law agency, call Public Safety.
* Please submit a Buc Cares services form for ANY students needing assistance with a variety of struggles (housing, mental health, etc.).

**Study Abroad**

* Criminal Justice and Entrepreneurship will be going abroad
* We are looking to expand the opportunity to our other departments in the near future

**VITA Tax Events**

* FREE Tax Prep with United Way, organized by Professor William Van Glabek
* Link to be shared with the meeting minutes
	+ Collier: March 4
	+ H/G: Mar 11
	+ Charlotte: Mar 12
	+ Lee: Mar 13

**Calendars**

* The 2025-26 Academic Calendar will be dispersed soon
* Significant change to Add/Drop has been made
	+ We will need to be mindful and make students aware
* No study days in Fall 2025

**Chair Elections**

* Paralegal/Arch/Civil: Matthew Hoffman
* Business/Accounting: Alisa Callahan
* Criminal Justice/Public Safety: Brian O’Reilly
* Computer Science: George Kodsey

**Adjournment.** The meeting was adjourned at 2PM.

Mary Fullenkamp, Coordinator