

Elizabeth Schott

From: Elizabeth Schott
Sent: Tuesday, November 1, 2022 3:33 PM
To: Andrew J. Buck; Elizabeth Schott
Cc: Bonnie A. LaFemina; Martin A. McClinton
Subject: Dean's Monthly Update - 1 Nov
Attachments: CHM 1020C.pdf; MGF1108 Humanites math lens.pdf; ExpoFlyer.pdf; BTR 1-1.pdf; ANCESTRY + GENEALOGY Participant Flier.pdf

Greetings everyone,

Although I have been sending out lots of Dean's updates, I thought I would try to get back to my regularly scheduled monthly updates with the hope that the recovery is going well for all!

TL;DR Version:

Below are the highlights of emails this week to include IT updates, the latest campus event information, and the rooms/buildings opening on Lee campus for both students and faculty.

Key Dates

Below are key dates for the next six weeks:

- **Ongoing – Textbook adoptions**
- Friday, November 4 ARC Grant Proposals Due
- Wednesday, November 9 Last day to withdraw, Full term
- Friday, November 11 College Open (Veteran's Day) as needed (NO SCHOOL MEETING)
- Thursday, November 17 Last day to withdraw, Mini B
- Friday, November 18 IGCC Subcommittee's Recommendation Forms Due
- **Wednesday, November 23 STUDY DAY - COLLEGE OPEN - NO CLASSES**
- **Thursday, November 24 COLLEGE CLOSED**
- **Friday, November 25 COLLEGE CLOSED**
- Tuesday, December 13 Last day of Fall classes
- Thursday, December 15 NOON - Final Grades due
- **Saturday, December 17 COLLEGE CLOSED – Enjoy winter break!!**

IT Updates – ZOOM PHONES

IT has been updating all of the lines to Zoom phones, and the activation process began today (November 1). Once your number is activated, when you log into Zoom, you will now see a link for a phone. If the Zoom app on your computer or personal phone starts ringing, it is probably someone calling your office. If you are experiencing any issues, please submit an IT ticket immediately. I have seen it go live on Lee campus, but have not seen any official information on the roll out. And on a fun note, you can now receive texts and images through your office number and Zoom phones.

LEE Campus Building Openings

IT has been working to set up spaces for both students and faculty. Some will be open starting tomorrow, November 2. Please share this information with your students too!

- **Temporary Proctorio and ProctorU space will be located in Building A, Rooms 201/202.** IT is placing stations in there today and will add signage as well. There will be a limited amount of stations so please have the students plan accordingly.
- **The temporary Zoom room will be located in A-103.** Stations are being set up and IT will be placing signage in this space to assist in locating the room.
- **Faculty that need a space to use college resources, such as Internet, can come to A/AA and use the TLC room: AA-168.** The IT help desk is located in A for any technology support you may need while teaching your Online courses from this space. Headsets are available at that A helpdesk location if needed. We also encourage you to check out hotspots to ensure you have Internet at home.
- **Lee Building Reopening Dates for Labs and Faculty Offices:**
 - Building A/AA on November 2 for Lab classes and faculty offices
 - Building C on November 7 for Lab classes
 - Buildings H and U on November 14 for Lab classes and faculty offices (I am requesting an earlier date for lab prep time and will keep you posted!)
- Facilities is requesting that we use Lot 1 first and then Lot 2 for parking!

Building the Spring Schedule – where we are now

Enrollment is open and students are registering – I will be watching the numbers over the next few weeks to see how it is going – please let me know if there are any lingering changes requested. I have a list of instructors willing to teach a few extra courses and am hoping for the enrollment to support that!

Spring Classes – MGF 1108, CHM 2020C, and Capstone course sections

We have a few SPAS faculty teaching some new courses this term, which include Capstones and a new version of Math for Liberal Arts, MGF 1108 (Honors math for Liberal Arts subtitled Humanities through a Mathematical Lens), and a re-start of CHM 1020C, Chemistry for a Sustainable Future. Please share the attached fliers with your students (also in Teams, under Curriculum, Course Fliers)!

Textbook Adoptions for Spring

Andy is in the process of entering all of our textbook information into the system. **You should have sent any textbook changes from fall to spring by now. If you have any questions, please let Andy know ASAP.**

Locking Canvas Modules

For instructors wanting to safeguard course materials from students no longer participating in your course, please see the info posted in Canvas today. It has a [video](#) and two links to step-by-step guides on how to use [module requirements](#) and [prerequisites](#). If you need assistance using these features, please submit a helpdesk ticket and the eLearning team will be happy to help get it set up!

Upcoming Events – See Fliers in Teams (Under General, Files, Current Event Fliers folder)

Almost all Lee campus events have been cancelled, but the other campuses invite you to watch for re-scheduled events. Both you and your students are welcome to attend as your schedule allows.

Faculty Events:

- The Community of Practice in Instructional Technology is open to all faculty to either join their forum or attend to any events – you can self-enroll with this [link](#). Planned events include:
Simple Syllabus (currently scheduled for a SUMMER implementation with training in spring) – rescheduled to: 12/12 @ 2:30: [LINK](#)
- FSW Parent Support Group is open to all and meets on the second Wednesday of every month @11:30. Email TLC@FSW.edu to join.

Community and Student Events: <https://fsw.presence.io/events>

- Tuesday, November 1 - **Bra Pong: Breast Cancer Awareness Fundraiser - Collier**
- Tuesday, November 1 - **OBOC David and Goliath Speaker Series: Entrepreneurship in Southwest Florida - Online**
- Saturday, November 5 - **FSW Serves: Harry Chapin**
- **Tuesday November 15 and Wednesday November 16 - FSW Research Expo!**
The FSW International Research Expo 2022 is coming via Zoom this year. Links are live in the attached PDFs. And don't miss Behind the Research, which is joining the Expo this year in a cooperative event.

Ian Info from pervious Updates:

Hurricane Ian relief – from HR

Faculty and staff should apply for financial assistance funds through [this application](#). Eligibility for such funds will be based on certain criteria and be determined on an objective and nondiscriminatory basis. One per household. Funds will be distributed in three (3) priority levels.

Textbook relief for students will be the same process for the spring semester too!

Also posted as a global announcement in Canvas, many people have been working with the bookstore and publishers to replace lost textbooks and to provide free access for those moving online. If you have students now in need, please have them fill [this form](#) or call the number listed. Student taking the H-22 will also use the same form in the next semester to request textbooks at no cost as they re-register for classes.

And finally – some Halloween Fun from Charlotte and Collier Campuses - Blues Brothers as well as a Witch and a Pirate buried behind Sponge Bob!



As always, comments, questions or concern, please let me know!

Best Regards,

Libby

Dr. Elizabeth W. Schott

Dean, School of Pure and Applied Sciences

[Florida SouthWestern State College](#)

8099 College Parkway, Fort Myers, FL 33919

Office: H-130A, Lee Campus, (239) 477-3514 or ext 14014, eschott@fsw.edu

Bad joke of the day: I was reading a book on helium. I couldn't put it down.