



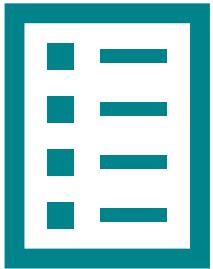
September 2025

Welcome
back!

FLORIDA
SOUTHWESTERN
STATE COLLEGE

SCHOOL OF PURE AND APPLIED SCIENCES

SPAS Meeting Agenda



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



Guest Speaker!



- Dr. April Palmer



SPAS Updates – Fall Start 2025!



Thank you all!

- Simple Syllabus – locked for editing, Express locks next
- BibliU – Labster, code issues?
- Attendance Verification (online form)



SPAS Updates – Planning for Spring!

Spring Schedule

- **Due to Schedulers Sept 23rd**
- *I have been dappling in Banner – lots of errors right now – Expect email on Monday with DRAFT schedules*
- Check all of the following & finaliaze with Gus:
 - Courses by campus
 - **Sections by Modality (ground / live online / online / blended / flex)**
 - Day / Times / **Rooms**

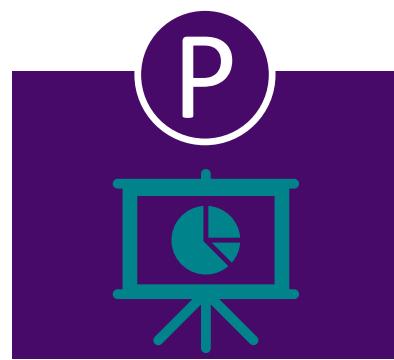


Spring Textbook Adoptions

- **Due to Andy Sept 15th**
- Spring will most likely roll from fall – but now is the time to form textbook committees if there will be a change for Fall 2026 – due in March.
- 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!*



Policy Updates



From VP Offices

State Updates

Math Pathways

- Can't have one Core Class as the Prerequisite for another Core Class – we have updated the pre-req to reflect options.
- State planning a HS math class with a final test that will count for MAC 1105

Revised Language

MAC 1105 College Algebra

- Prerequisites: Testing, or (MAT 0057 with a grade of "A"), or MAT 1033 with a grade of "C" or better, or any other college-level math class with a grade of "B" or better.

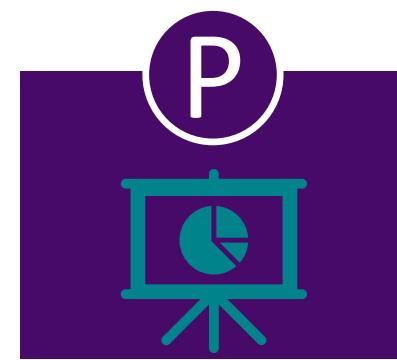
STA 2023 Statistical Methods I

- Prerequisites: (Demonstration of readiness for college-level computation AND high school statistics course with a "B" or better), or any college-level math class with a grade of "C" or better.

MGF 1130 Mathematical Thinking and MGF 1131 Mathematics in Context

- Prerequisites: Demonstration of readiness for college-level computation, or MAT 0018 with a "C" or better, or MAT 0057 with a "C" or better, or MAT 1100 with a "C" or better, or any college-level math class with a grade of "C" or better.

Policy Updates

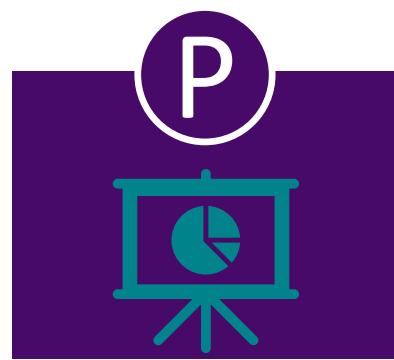


From VP Offices

New Password Requirements

- Best practices from CIS (Center for Internet Security) and NIST (National Institute of Standards and Technology) recommend passwords with a minimum of 12-16 characters with **complexity rules and recommend using paraphrases**, which are longer than words but can be easier to remember. In addition, password expirations are being phased out, unless an account has been compromised.
- **The new FSW password will be required to have a minimum of 14 characters, up from 8, and the same complexity rules will apply (uppercase, lowercase, number, and special character).**
- The new requirements will go into effect with your next password expiration after 9/1/25. However, you are welcome to change your password at any time using the password reset tool in the myFSW portal.
- Currently, your password expires every 60 days. With these new requirements, there is some good news, **your password will now need to be changed every 6 months** versus the 60 days.

Policy Updates



From VP Offices

AI options are growing

- Zoom AI Summary
- Claude, Otter, Sana, CoPilot -- Boodle Box for faculty
- We are still learning – as are our students



Earn Your AI-Ready Professional Badge

- We've taken our signature training to a new level and invite you to take the whole series or any session. The sessions will review what was covered last academic year with some updates and bonus materials. FSW employees who complete the entire series are eligible to earn the AI-Ready Professional Badge we've developed for the business community at no cost.
- To complete the series, sign up for each of the sessions in the [AI Upskilling Canvas](#) course under the Module Earn Your AI-Ready Professional Badge. You are welcome to attend live or watch the recording, which will be posted in Canvas. At the end of the sessions, complete a six-question quiz to earn your badge.
- While you're in the Canvas course, check out the glow up! We've added new presentations and bonus materials. You can also sign up for other AI-related offerings, including a monthly AI professional Users Meet Up and some collaborative problem-solving sprints. [AI Upskilling Canvas](#)

Policy Updates



Registration Forms

The Office of the Registrar has been working with IT to move many forms to an online, webform-format. In line with this, all academic petitions have made the transition.

I invite you to visit www.fsw.edu/registrar/forms and scroll to the Petitions area. You will notice this area includes some overall information about petitions, but it points students to the online TDX petition forms.

To view how the academic petitions are laid out and how they are made available to students, visit: www.fsw.edu/Helpdesk

Select “Services”

Select “Registrar”

Select “Students: Petitions – Exceptions to Academic Policy”

For Re-instatement or other forms, send them to Andy

From VP Offices

What does this mean for you?

- That there is a new way to “sign” late drop/withdrawal form

Your last date of attendance (LDA) in the course being petitioned.

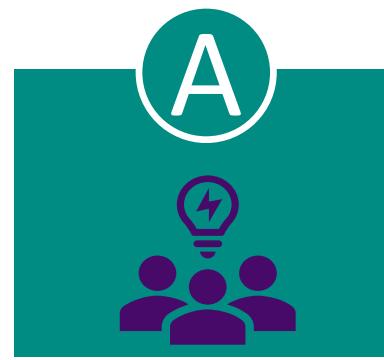
- To obtain this date, you must email your professor and request that they provide you with your LDA. [Click here for a sample email template](#). After you obtain your LDA from your professor, save the entire email communication as a PDF. You must attach the email communication as a PDF in a later section of this form.

Dear Professor Smith,

I am petitioning for a Late Drop or Late Withdraw of your course, ENC 1101, English Composition I. In line with this, could you please reply with my Last Date of Attendance (LDA)?

Thank you,
Sam Student

Academic Committee Updates



From SPAS Reps

- Academic Standards
- Academic Technology
- Curriculum
- General Ed
- Learning Assessment
- Professional Development
- CTLE
- Honor's Advisory Council
- OTOC
- eLearning
- Library
- CURC



Schedule - Upcoming PD Dates

Career Connection Lecture Series – Bring your class!

- Tuesday, September 9th, 6 PM U102, Lee: Exploring Careers in Legal Advocacy, Public Service, and Prosecution with the Office of the State Attorney, 12th Judicial Circuit
- Thursday, September 25th, 1PM Building A, HG: STEM Careers in Environmental Research and Conservation featuring Big Cypress Preserve and UF IFAS
- Tuesday, October 14th, 12 PM, U102, Lee: Inspired Insights from FSW President Dr. Jeffery Allbritten

College Fairs – Invite your students!

- Tuesday, September 16, 2025 at FSW's Collier Campus
- Wednesday, September 17, 2025 at FSW's Lee Campus

September 26, 2025 (PD Friday) A workshop exploring the 4D's Framework of AI Fluency

October 31st: Fall Symposium



Schedule - Upcoming PD Dates

PD Opportunities:

- **Friday, September 12th, 2025: CoBP Math: PD Session 1:00PM – 2:00PM** | Via Zoom, Facilitated By: Professor Kelsea Cid, Professor Meghan Carlson, Professor James Chan, Registration Link: [CoBP Math](#)
- Friday, September 19th, 2025, FSW Caregiver Support Group, PD Session 10:00AM – 11:00AM | Via Zoom, Facilitated By: Dr. Amy Trogan, Registration Link: [FSW Caregiver Support Group](#)
- Friday, September 19th, 2025, AI Academic Community of Practice, PD Session 10:30AM-11:30AM | Via Zoom, Facilitated By: Anna Haney-Withrow, Registration Link: [AI Academic Community of Practice](#)

PD Friday, September 26th, 2025

- Be CREATIVE: Shelter From the Storm, PD Session 10:00AM – 11:00AM | Via Zoom, Facilitated By: Dr. Matthew Vivyan & Dr. Rebecca Harris, Registration Link: [Be CREATIVE: Shelter From the Storm](#)
- AI Fluency: An Institutional Compass for AI, PD Session 11:00AM-2:00PM | Lee Campus H-120, Facilitated By Guest: Rick Dakan, Registration Link: [AI Fluency: An Institutional Compass for AI](#)
- Mentoring 101, PD Session 2:00PM-3:00PM | via Zoom, Facilitated By: Dr. Martin Tawil, Required Training for Adjunct Faculty Mentors 2025, Registration Link: [Mentoring 101](#)
- Curriculum @FSW: Level Up Learning Outcomes, PD Session: 3:00PM-4:00PM | Via Zoom, Facilitated By: Dr. Rebecca Harris, Registration Link: [Curriculum @FSW: Level Up Learning Outcomes](#)



Schedule - Upcoming PD Dates - AI

- **FSW Insightful Decisions: AI-Powered Research and Strategic Thinking:** Thursday, September 18, 2025, 9:00 AM (60 minutes), Zoom: [Register](#).
- **FSW AI-Driven Project Leadership: Plan, Track, and Report with Confidence:** Thursday, September 25, 2025, 9:00 AM (60 minutes), Zoom: [Register](#).
- **FSW Data Demystified: Collaborating with AI to Analyze, Visualize, and Act:** Thursday, October 2, 2025, 9:00 AM (60 minutes), Zoom: [Register](#).
- **AI Professional Users Group First Friday Meetups:** Friday, October 3, 2025, 9:00 AM (60 minutes), Zoom: [Register](#).
- **Supervisors Track: Save Time and Build Up Your Team with FSW's AI Agile Reporting Assistant:** Monday, October 6, 2025, 10:00 AM (60 minutes), Zoom: [Register](#).
- **Supervisors Track: Save Time and Build Up Your Team with FSW's AI Agile Reporting Assistant (Repeat Session):** Thursday, October 9, 2025, 4:00 PM (60 minutes), Zoom: [Register](#). **AI in Action: Solving Real Challenges Across Teams Session 1:** Friday, October 17, 2025, 10:00 AM (120 minutes), Zoom: [Register](#).

[AI Upskilling Canvas](#) course under the Module Earn Your AI-Ready Professional Badge.

Schedule - Upcoming Key Dates – Fall



- Monday, Aug 25
 - First Day of Classes (Full/A)
- Monday, Sep 1
 - College Closed! Labor Day
- Thursday, Sep 4
 - First Day of Classes (Express)
- Friday, Oct 10
 - Compact A Grades Due at 12:00 p.m. (noon)
- Thursday, Oct 16
 - First Day of Classes (B)
- Tuesday, Nov 11
 - College Closed! Veterans Day
- Nov 26 - 30
 - College Closed! Thanksgiving (includes Wed)
- Dec 3 - 9
 - Final Exams
- Thursday, Dec 11
 - Grades Due at 12:00 p.m. (noon)
- Friday, Dec 19
 - Last Duty Day! (Consider having Spring Syllabi ready!)



Schedule - Simple Syllabus – Fall 2025

- ~~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
- ~~8/24/2025~~ Per COP, last day faculty can submit syllabus to chair for Standard and Compact A term
- ~~9/3/2025~~ Per COP, last day faculty can submit syllabus to chair for Express term
- ~~9/8/2025~~ Section level editing closes for Standard and Compact A term
- ~~9/18/2025~~ - Section level editing closes for Express term
- ~~10/15/2025~~ - Per COP, last day faculty can submit syllabus to chair for Express term
- ~~10/30/2025~~ - Section level editing closes for Compact-B term



Schedule - Simple Syllabus – Spring 2026

- **9/18/2026** - *School template editing opens*
- **9/20/2026** - *Course master editing opens*
- **10/6/2026** - *Course master editing closes*
- **10/7/2026** - *Section level editing opens for all terms*
- **11/23/2026** - *Course master must be available to public*
- **1/6/2026** - *Per COP, last day faculty can submit syllabus to chair for Standard and Compact-A terms*
- **1/20/2026** - *Per COP, last day faculty can submit syllabus to chair for Express term*
- **1/21/2026** - *Section level editing closes for Standard and Compact-A term*
- **2/4/2026** - *Section level editing closes for Express term*
- **3/1/2026** - *Per COP, last day faculty can submit syllabus to chair for Compact-B term*
- **3/16/2026** - *Section level editing closes for Compact-B term*

Schedule - Upcoming Key Dates – next 6 weeks



- Tuesday, Aug 19
- Friday, Aug 29
- **Monday, Aug 25**
- Thursday, Aug 28
- **Monday, Sep 1**
- Thursday, Sep 4
- Monday, Sep 8
- Tuesday, Sep 9
- Friday, Sep 12
- Monday, Sep 22
- Herpeton, Oct 31 - Nov 2, Hosted at the Naples Botanical Gardens
- Adjunct Meeting 5:30 PM via Zoom
- BUC Block Party – Suncoast, 3:30 – 7:00 PM
- **First Day of Classes (Full/A)**
- Last Day to Drop (Full/A)
- College Closed! Labor Day**
- First Day of Classes (Express)
- Last Day to Drop (E)
- Attendance Verification Due (Full/A/E)
- Meeting Day!
- Last Day to replace “I” from summer terms

Schedule - 2nd Friday of the Month Meetings



TIME	Department of Mathematics	Department of Biological Sciences	Department of Physical Sciences	
8:00				
8:15				
8:30				
8:45				
9:00				
9:15				
9:30				
9:45				
10:00	DEPT MTG			
10:15				
10:30				
10:45				
11:00				
11:15				
11:30				
11:45				
12:00		SOPAS MEETING		
12:15				
12:30				
12:45				
13:00				
13:15				
13:30	COBP			
13:45		DEPT MTG		
14:00				
14:15				
14:30				
14:45				
15:00				

Topics for September: Textbooks, the Spring Schedule, Course Updates

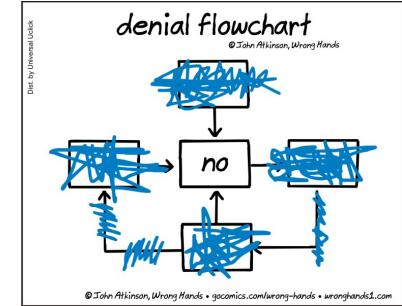
Topics for October: Review of Assessments/SOS Results

Topics for November: End of Semester Procedures!

Topics for December – no meeting unless things go horribly horribly wrong this hurricane season. . .

School of Pure and Applied Sciences

For those of you who haven't seen Fall in Florida, it is absolutely breathtaking.



Beautiful Dance Moves

