*Minutes*

August 4, 2015 at 10:00 a.m. in I-225

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| --- | --- | --- |
|  | Present | Absent |
| Dr. Denis G. Wright | X |  |
| Dr. Emery Alford | X |  |
| Dr. Marie Collins | X |  |
| Dr. Eileen DeLuca | X |  |
| Jeff Gibbs |  | X |
| Dr. Christy Gilfert | X |  |
| Dr. Martin McClinton | X |  |
| Dr. Larry Miller | X |  |
| Dr. John Meyer |  | X |
| Dr. Mary Myers | X |  |
| Gail Murphy | X |  |
|  |  |  |
| Michelle Fanslau | X |  |

1. **Minutes from July 21, 2015**
   1. Changes submitted by Dr. DeLuca and Dr. McClinton
2. **Classroom observation training (Dr. Linda Serro – August 21, 1:30-3:30 pm). Who should be invited?**
   1. Dr. Wright will send an invitation to those who are invited and ask for RSVPs
   2. Dr. McClinton wants his department chairs to attend
   3. Others have sent their lists directly to Bonnie
3. **Student employment meeting**
   1. There is a select group of students who were on College funding
   2. Meeting: Student employment and hiring managers
      1. Will the deans be invited? They can be.
      2. There is a lot of incomplete information being circulated on a daily basis
         1. The information is confusing and people are indicating different processes
   3. Dr. McClinton is confused with the entire process
   4. There is no college money that carried over from last year
   5. $1.5 million in course fees is being used to fund both employee and student pay
   6. All students are required to go through the financial aid process
   7. Some student assistants can be employed who are not approved as work study
   8. The objective is to optimize the work study budget up to $340,000
   9. The meeting will be for supervisors so they can understand the process. Who should attend?
   10. The student employment meeting schedule:
       1. Charlotte, O-117, August 17, 3-4 pm
       2. Collier, J-103, August 14, 1-2 pm
       3. Lee, U-102, August 13, 1-2 pm
   11. We have to spend course fee monies on what we say we are spending it on
   12. Dr. Alford, Dr. McClintion, and Dr. Collins mentioned that they thought that could not use course fees for capital outlay expenses
4. **AA/AS Program Review Level II Meetings Report (deadline: Monday, August 17)**
   1. Michelle sent out calendar invites, the link, and the password
   2. Dr. DeLuca and Dr. Wright will work on the AA report
5. **Faculty Awards and Highly Respected Ranking Report for FLDOE**
   1. For the last 2 years, FLDOE has requested these reports
   2. If anyone knows of anything that should be included on the report, please send any information to Michelle
      1. Michelle will send out an email requesting the information
      2. August 17 is the deadline to submit the report to the state
6. **Portfolio workshop during Professional Development Days (Thursday, August 20 at 1 pm)**
7. Professor Ambrose is not able to conduct the workshop this year
8. Dr. Wright, the Academic Deans, and Dr. Melissa Rizzuto will conduct the workshop
   1. Dr. Wright would like any of the deans who can attend to attend
   2. This is an open session
   3. The e-portfolio process will be introduced during this meeting
   4. There may be a separate meeting for e-portfolio submissions
      1. Melissa will have e-portfolio workshops during the fall
9. **New faculty list confirmation and New Faculty Seminar (Fridays at 1 pm)**
   1. Dr. Wright will send out an email to all new full-time faculty about the New Faculty Seminar and indicate that their attendance is required
   2. Temporary faculty should not attend the New Faculty Seminar
   3. Dr. Collins is working on one more Nursing position that is closing this week
   4. Dr. Collins is trying to schedule department meetings
   5. Dr. Wright will let everyone know the actual Friday of the month when the New Faculty Seminar will meet
   6. This is one of the only opportunities for new faculty to participate with people outside their discipline, department, and/or campus
   7. There was a lot of positive feedback last year
10. **Other items**
    1. Welcome to Dr. Gilfert and Gail Murphy
    2. Do departments have to schedule meetings at other campuses? No
       1. There is no funding for faculty travel to attend meetings at other campuses
    3. Academic Services Specialist in Charlotte interviews tomorrow
    4. Dr. Marsha Weiner is the new Associate Dean, Nursing Programs
    5. Dr. Gilfert asked about dual enrollment students working.
       1. Clarification is needed about the process for dual enrollment students as student assistants
    6. Bruno Baltodano and Tonia East Phanor successfully defended their dissertations
       1. See the CNA for the deadline to submit the final transcripts for pay retroactively

Next meeting is Tuesday, August 18, 2015 at 10 AM in I-225

Submitted by Michelle Fanslau, 8/4/2015