

CLUSTER MINUTES
August 19, 2015
10:45 am to noon
Lake Worth Campus

ITEM 1. Developmental Blackboard Site

Discussion: Manny Larenas navigated the cluster through our developmental site, highlighting the following:

- a) The site contains two videos regarding Gradebook
- b) A “trolley” will be added to share assignments (not connected directly to the four Learning Outcome assignments)
- c) Assignments can be copied and added to other Blackboard or Gradebook shells
- d) Adjuncts should contact Manny to be added (in the future)
- e) Jim Robinette will assist anyone needing help with Gradebook
- f) An attendance feature will be available shortly in Gradebook

Data source: N/A

Action: Cluster members were asked to explore the site and get familiar with the tools available.

ITEM 2. Assignments Linked with the Learning Outcomes (LO)

Discussion: A representative from each sub-committee presented on the status of the assignment. Most sub-committees are still in the information collection stage.

- a) LO #1 Engage in our college culture and utilize academic resources
 - Emphasize the importance of learning HOW to find the resources, not just what the resource is
 - Establish a set of core questions to be used by all campuses and then tailor the remaining questions based on campus resources
 - Monica to send out the document for those who want to pilot it this fall
 - Students could complete this during the Computer Lab Orientation or at home
 - Share your ideas with Monica and Pam
- b) LO#2 Explore and research career options
 - Most campuses use a combination of Career Center Orientation, O’Net Career Assessment, and research project
 - Some faculty also have students contact a Career Mentor
 - Share your ideas with Joyce, Jeannette, and Jyrece

- c) Establish an educational plan
 - Most campuses use a pre-Orientation assignment, Orientation with an Advisor, and creation of an education plan (most using the interactive educational planning tool in Pantherweb)
 - Assignment should contain a retention/completion goal (end goal with anticipated graduation date)
 - Assignment should include planning beyond one or two semesters (to help students complete their education plan online before they complete 30 credits)
 - Share your ideas with Manny, Karline, and Mark H.

- d) Develop and strengthen academic skills
 - Proposed assignment will be revised to allow faculty to choose the assigned reading (chapter) to use to complete the assignment
 - Additional ideas for study strategies are needed
 - Share your ideas with Sandy, Marc D., and Sophia

Data/data source: Developmental Blackboard site and handouts

Action: Sub-committees should finalize the assignments for final approval at the October meeting

OTHER. 1) Theresa Cusimano introduced Erika Rolle, one of the Peer Navigators who will be working with FYE and SLS faculty this fall. Additionally, she shared updates on the Passport to Success program and Fall Student Convocations.

2) October meeting topic- best practices for using Connect and LearnSmart (in the meantime, feel free to contact Mark H. and Jim for assistance).

ATTENDANCE:

Freddie Bennett
Marc Davis
Sandra Demauro
Monica Hamlin
Mark Hendrix
Joyce Kevetos
Manny Larenas
Pamela Mason-Egan
Jyrece McClendon
Sophia Munro, Cluster Chair
Karline Prophete
Magdala Ray
Vanger Simmons
Jeannette Sullivan
James Robinette
Tommy Tucker
Theresa Cusimano (FYE)
Erika Rolle (Student Peer Navigator)

Submitted by:

Sophia Munro

Scribe

c. Minutes Distribution List