

Present: Medora Barnes, Matthew Berg, Angela Canda, Richard Clark, Barbara D'Ambrosia, Rebecca Drenovsky, Jeff Dyck, Gwen Compton-Engle, Margaret Finucane, Gerald Guest, Edward Hahnenberg, Anne Kugler, Peter Kvidera, Kathleen Lee, Kathleen Manning, Maria Marsilli, Michael Martin, Michael Nichols, Mindy Peden, Dani Robbins, Debra Rosenthal, Christopher Sheil, Lisa Shoaf, John Yost.

Absent: Phil Metres, Pat Mooney

Guest speakers: Todd Bruce, Tainne Dallas, Patrick Mullane

1. Dr. Peter Kvidera - Welcome and Introduction of Patrick Mullane and Taine Dallas, Center for Career Services.

Minutes were approved and seconded by Maria Marsilli. Peter Kvidera began the meeting by welcoming Lisa Shoaf, the recently appointed co-chair of the department of Education and School Psychology.

Patrick Mullane and Tainne Dallas of Career services began with an update on the Professional Development program which has collaborated with 15 undergrad and 2 graduate programs; Counseling and Non-Profit Administration. Pat Mullane reported that the PDP is embedded in 15 CAS academic programs through which students receive credit for participation. He stressed that embedding the program academically drives home the importance to students.

Tainne Dallas informed the chairs that Logan Vess, Asst. Director for Academic Internships, has moved a competency based model into Canvas modules. There are future plans to meet with the academic departments to share the collected data and discuss feedback. She said that future discussions will include the following requirements for each department:

Marketing – Introducing students to departmental resources.

Career Exploration – Participating in a panel discussion or employer visits that will include conversations about pathways to success and how it relates to the careers of the future.

Tools – Connections to opportunities e.g. job fairs, a strength finder instrument that can identify the student's top five strengths and gather data over 300 rubrics which will help with career discernment.

Suggestions from faculty:

- More targeted marketing at the Career Fair e.g. smaller organizations and STEM.
- A Canvas online course for CE401, to alleviate the challenges of embedding professional development into courses to the possible detriment of content.

2. Dr. Todd Bruce - National Survey of Student Engagement (NSSE)

Todd Bruce informed the chairs and program directors about the NSSE – student engagement indicators. First year students and seniors are invited to take the survey. The NSSE data will be divided into subgroups after sufficient student participation and the results can be used to compare JCU with other institutions. Dr. Bruce requested that the chairs encourage their senior students to complete the survey and suggested following up with email reminders and notes in Canvas. The goal is to develop as many subgroups as possible.

3. Dr. Mike Martin – Collieran-Weaver Summer Undergraduate Research Fund (SURF)

Mike Martin requested that chairs inform their students about the summer endowment grants for STEM and the Humanities/Social Sciences. Students can work up to 37.5 hours a week with some flexibility. Faculty led workshops are held every Wednesday and the program includes a professional development component which could include mentoring for faculty.

Questions -

Can students take summer classes while on Collieran-Weaver?

- It is not prohibited but it would be difficult.

How many positions are available?

- 14-15 students plus 4 NSF students that are not counted but partially supported through the Collieran Weaver fund.

How are the internships decided?

-On an individual basis.

Is there an example of a non-STEM project for Humanities students?

- Yes, science literacy, and the program in Honduras.

When is the application deadline?

- The first Friday in February. The 2020 deadline is February 7.

Peter Kvidera suggested to follow up with an email reminder to chairs.

4. Peter Kvidera – Carnegie Dartlett – “Reputation Strategy Overview” Handout Attached

The discussion began with the reputation strategy overview. Dr. Kvidera requested access to Carnegie Dartlett video from Stephanie Levanson but it is currently unavailable. The general conclusion was that the overview pointed to characteristics of the university that we are not using in our website to effectively to tell our story. There was a comment that *Step 3 Map Evidence to Dimension* on second page was most helpful. P. Kvidera requested that chairs please send stories, comments, suggestions, and specific concerns.

5. Peter Kvidera – Transfer Students and Pathways.

P. Kvidera began with call for ideas on direct pathways for community colleges in order to combat the decrease in transfer students. He explained that Mike Martin has developed a template for an articulation agreement, and will look into a Google shared drive for chairs. M. Martin suggested that the chairs list two years' worth of requirements. majors. In response to a question about

equivalencies, M. Martine indicated that what is most important is what the institution will transfer over. He will send a link to the Google shared drive and suggested that chairs submit their pathways by spring break. Faculty concerns included whether the JCU Core was keeping transfer students from applying, as well as balancing what needs to be accomplished with JCU's academic standards.

Peter Kvidera closed the meeting with the reminder that they will send the needed information to complete the course plan templates by spring break.

Meeting Adjourned: 5:02

Submitted by Ellen Valentine