## Agenda Topics

### APPROVE MARCH MINUTES

**TIME** | **APPROVE MARCH MINUTES** | **BARBARA**
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**DISCUSSION**

On hold until changes Debbie suggested are made.

### UPDATE ON WORKSHOPS

**TIME** | **UPDATE ON WORKSHOPS** | **BARBARA**
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**DISCUSSION**

Workshops were well attended and went really well.

- PTSD - 17 people attended
- 80 signed up for Security workshop (mostly staff)
- Jim Yount's workshop is in the progress of being approved for UCF credit
- Everything went to HR for workshop developers to get paid

**CONCLUSIONS**

Ashley - has a camera that they used for WISE lectures that we can borrow for the rest of this semester to record the CTE workshops. It was $50 from B&H Photography and records the lecturer and the screen at a high quality.

### ACTION ITEMS

**TIME** | **ACTION ITEMS** | **PERSON RESPONSIBLE** | **DEADLINE**
---|---|---|---
**DISCUSSION**

Add cameras to CTE budget | Barbara |  |  |
TIME WEBPAGE UPDATE DAYLA

**DISCUSSION** Blog subscriptions up from 31 in Feb. to 80 today. Email Barbara sent seems to have helped.

**CONCLUSIONS**

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**TIME** STUDENT OPINION SURVEY UPDATE BARBARA

**DISCUSSION** Submissions have increased from 2,600 to 4,200!
When we went from paper to electronic in 2011, the submission rate went from 8,000 to 4,000.
Another huge drop from 4,000 to 2,500 the following year.
Some resistance from some faculty about all the increase in advertising these surveys.
More marketing to the students to further increase the numbers. Videos.

**CONCLUSIONS**

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**TIME** ACE (CYBER SECURITY PROFESSIONAL DEV. CONTRACT) MELISSA A.

**DISCUSSION**

**CONCLUSIONS**

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**TIME** GLOBAL LEARNING UPDATE DOROTHY, WAYNE, MELISSA A.

**DISCUSSION** Grant opportunity – can be used for faculty development, study abroad
Melissa meeting to brainstorm potential concepts for grant proposal submissions
$90K per year for 2 years.

**CONCLUSIONS** Need to send survey out so that we can possibly use data to apply for the grant.
Grant due by July 17th
**DISCUSSION**

Kim Koplar is in charge of new Vet's Affairs office Cocoa. They have a program (already approved) where they train faculty on how to best work with Veterans. 3 training sessions and once they complete, they are certified as an expert in working with Vets. CTE will help promote this.

**CONCLUSIONS**

**DISCUSSION**

Working to develop an office of Undergrad Research. To cost $0 dollars, only asking for a webpage. Students can go on the website to find a contact for research/grants. Dr. R suggested the office hold seminars directed towards students and faculty for learning about opportunities. More and more schools are requiring students to research. Not just for science.

5 years from now they plan to have a director (funded by grants) and a physical office space. Pending approval from EFSC. CTE will be the faculty advertisement venue.

**CONCLUSIONS**

**DISCUSSION**

TPDC met on Friday and went through workshop proposals that they had. First they worked on guidelines for approving workshops. Intentionally not calling them criteria so that they can be more flexible. Workshop guidelines are in the works. All were approved except a couple that they have a question about. Chris will be contacting Barbara for the answers to the questions and they will most likely be approved contingent upon the answers. PTSD workshop not approved. Portfolio 101 workshop approved for Tenure, not MCC or rank. Ashley is concerned that the Portfolio workshop isn't fulfilling the need. She would like to see a workshop that proceeds to the next step beyond Tenure. There is a workshop that already exists for preparing your portfolio for tenure in the New Faculty Mentoring program.
CONCLUSIONS

Overall they were happy with the forms that were received; they felt the form worked well except for one revision.

Once PDSC receives a form they have one month to forward to TPDC. Once TPDC receives the form from PDSC, they will have one month to approve.

Debbie is going to be the new chair of TPDC

ACTION ITEMS

TIME PDSC UPDATES

DISCUSSION

No updates.
Meeting next Friday to go over workshop forms.
Not to approve but just to provide feedback to TPDC.
New Chair TBD.

CONCLUSIONS

ACTION ITEMS

TIME NEXT YEAR

DISCUSSION

Journey Toward Continuing Contract
Additional Marketing for Student Opinion Survey
Adjunct Proposal
Canvas Transition (Faculty Canvas Mentoring Group)

Board Members leaving:
Losing Laura, Scott Herber to replace. Everyone is in favor.
Tonia Graham
Sandi Melkonian
Kathleen Bartlett
Debbie Anderson

CONCLUSIONS

3 spots to fill
Need TPDC and at least one adjunct representation
Disciplines we need covered: Math, BAS in Business, History,
How to recruit new members? Have Dr. M send email out and specify criteria that the Board is looking for. Let people know up front the times and locations that we usually meet and include our new attendance policy. List all 5 subcommittees within the CTE and have them specify in their BIO which one they would be interested in.
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<tr>
<th>TIME</th>
<th>CANVAS TRANSITION</th>
<th>DEADLINE</th>
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<tbody>
<tr>
<td>DISCUSSION</td>
<td>Need to think about a Canvas week or day to have at each CTE location CTE to help promote and get the word out. Give a positive face about the transition. Help coordinate a Faculty Canvas Mentoring Group</td>
<td>Next week</td>
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**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

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<td>DISCUSSION</td>
<td>Scott Herber is the new AAC Chair and will replace Laura Dunn on the Board Welcome Back – about Safety Update – C12-124 is painted, carpet is down. Emailed about a computer. Dr. M approved computers for all the CTE locations.</td>
<td>ALL</td>
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**CONCLUSIONS**

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**