

FSEM Committee Meeting  
Monday, August 28<sup>th</sup>, 2023

In attendance: Bridgette Dennett (Chair), Marcus Leppanen (secretary), Jennifer Walker, Gary Richards, Marco Millones, April Wynn (Ex-officio)

I. Introductions and brought to order at 4:00pm

II. Old Business:

**a. Review of Proposal Calendar and Fall 2023 meeting schedule**

- i. The deadline for FSEM proposals was announced in May as Wed, Nov 1<sup>st</sup>
- ii. The committee elected to meet in Sept to prepare for the Proposal Review Workshop, then again in November to review submissions.

III. New Business:

**a. Timing of Proposal Deadline and new UFC agenda deadline**

**i. Pick proposal review day**

1. Per recent communication from the UFC, we need to report our updates two weeks before November's meeting, but we will not be able to meet that expectation this term due to our previously announced deadline of 11/1 for faculty to submit FSEM proposals.
2. We set Monday 11/6 at 5pm for proposal review. (This was the earliest that the full committee was available.) We should be able to provide information to the UFC by Tuesday, 11/7

**b. Need to set Proposal Workshop for before Fall Break**

- i. The committee selected two dates in October, before Fall Break
  1. T/Th option is Tues, 10/10 from 4-5pm
    - a. Committee members attending: Bridgette, April, Gary, Marco, Marcus, Jennifer
  2. M/W/F option is Wed, 10/11 from 4-5pm
    - a. Committee members attending: Bridgette, April, Marcus
  3. The plan is to reserve a room in Seacobeck until 5:30 for both days (Potentially the active learning classroom)

**c. "Opportunities and Challenges of the Multilingual Community" proposing a name change to "Multilingual Communities"**

- i. We voted on this proposed name change. It was approved unanimously

**d. Trailer section of the FSEM – Thriving in College concept for spring**

- i. The FSEM is highly popular which might make it more appealing and less daunting as an option for students to catch back up after struggling in their original FSEM
- ii. The aim of this plan is to utilize Coordinated Care instructors in hopes of alleviating how many faculty are asked to teach Spring FSEMs while providing targeted assistance to students who are struggling academically.

**e. April is revising the spring FSEM structure.**

- i. Goal here is to attend to off-sequence students (just starting in Spring) and students who fail/drop out of FSEM in the fall
  - 1. The 25% attendance noted for this past Spring semester is not tenable
  - 2. Dan Hubbard planning to teach Thrive U in the Spring for new January admits
  - 3. Plan is to teach two sections at the same time to account for possibility of low attendance across sections (would allow them to be combined into one “full” classroom)
  - 4. Gary presented concerns about overlapping schedule of these make-up FSEMs
    - a. April pointed out that students would be building schedules around the FSEM to avoid potential scheduling issues
    - b. Most instructors would not be fully instructional, so they should be flexible enough to successfully team teach at the single time
    - c. Could be an option to have the sections taught at different times MWF vs. TR
- ii. April is working on certifying a section of Thriving in College for new UMW students
- iii. The Coordinated Care team will be putting in “add instructor” proposals because the plan is for them to team teach TIC in the Spring for re-coursers.
  - 1. For re-coursers, this FSEM would be taught as a first 8-week term course
  - 2. Students who fail it will take an incomplete and take it again during the second 8 weeks in hopes of saving their GPA
    - a. The committee’s goal is to let students finish an incomplete without having their GPA negatively impacted so quickly

**f. FSEM approval process shared with CAS, COB and COE**

- i. September 15<sup>th</sup> is the next faculty meeting for COE (Jennifer volunteered to present important deadlines to the rest of the college about FSEMs)
- ii. April will be in touch with COB about this
- iii. April met with the CAS dept chairs re: Thriving in College working group and to remind them of the deadlines. She said that she’ll ask the dept chairs for their FSEMS on Nov 1<sup>st</sup> with a deadline of Dec 1<sup>st</sup>.
- iv. After we meet on November 6<sup>th</sup>, the expectation is that FSEM approvals will go through on November 15<sup>th</sup>
- v. With the information on our decisions, December 8<sup>th</sup> has been set as a deadline for when chairs must get staffing plans to April

**IV. Next meeting – Sept 21<sup>st</sup> -29<sup>th</sup>**

- a. Meeting time was confirmed as September 28<sup>th</sup> (Thursday) at 5pm