Agenda

I. Welcome and Introductions

II. Review Past Meeting Minutes

III. Follow-up on Action Items
   ➢ Updated CA Website
   ➢ Course Sequence Data
   ➢ Updated Syllabi
   ➢ Health Management Informatics (HMI) - Seminole State College (Pat Ferguson)
   ➢ Placement Exams (Jim Backer)

IV. Determine Biology I Course Goals

V. Lunch Break – 12:00pm (will be provided)

VI. Pedagogy
   ➢ Teaching strategies that work

VII. Next Steps

VIII. Curriculum Alignment Conference - March 2, 2018
   ➢ Valencia College, West Campus, Special Events Center (Building 8)

IX. Set Spring Meeting Date and Identify Host

X. Adjourn
Meeting began at 10:06 a.m.

ATTENDEES
Elena Amesbury (College of Central Florida), Jim Backer (Daytona State College), James Bottesch (Eastern Florida State College), Emilie Bottorff (UCF), Jackie Boyce (Seminole State College), Maya Byfield (Seminole State College), Flora Chisholm (Valencia College), Steve Clark (Lake-Sumter State College), Teresa Dorman (UCF), Lynn Dorn (Valencia College), Essa Farah (Seminole State College), Pat Ferguson (Seminole State College), Bill Ford (Seminole State College), Dena Ford (UCF), Alyssa Foxson (Valencia College), Kerry-Ann Gore (Valencia College), Debra Hicks (Lake-Sumter State College), Eric Hoffman (UCF), Chris Leibner (Lake-Sumter State College), Kim Maznicki (Seminole State College), Cynthia Nash (Lake-Sumter State College), Laila Nimri (Seminole State College), Harrison Oonge (UCF), Jessica Schrader (Eastern Florida State College)

WELCOME / INTRODUCTIONS
Harrison Oonge welcomed attendees and then asked everyone to introduce herself or himself.

REVIEW OF PAST MEETING MINUTES
The minutes from the March 31, 2017 meeting were reviewed with minor changes suggested. Pat Ferguson made a motion to approve the March 31, 2017 minutes and the motion was seconded by James Bottesch. The minutes were approved unanimously.

Eric Hoffman provided clarification on the following bullet points from the 2017 meeting minutes.

- Clarification that the UCF lower level course (BSC2500) mentioned by Eric Hoffman was still a concept still under discussion. It would be a refresher course/ “introduction to the major” covering topics such as: philosophy of the sciences, skills needed, critical thinking, introduction to writing lab reports, preparation for upper-division courses.
- This course concept is being considered because UCF/Biology data show that 60% of transfer students are lost after the first semester.

Eric stated that students who transfer into UCF and immediately begin taking upper level classes (Genetics/Ecology) have a much higher DFW rate than FTIC students who move into those courses. This is a general concern amongst UCF Biology faculty – how can we better deal with transfer shock?
Jessica Schrader asked if UCF has data on transfer shock. Teresa Dorman stated that UCF does have this data. Teresa distributed copies of the Biology data report and reviewed the data with participants (see attached). A participant asked if taking Biology I prior to transferring to UCF was a requirement. Teresa Dorman stated that it was not a requirement as Biology is not a restricted access major.

Eric Hoffman stated that there are multiple degree paths at UCF that would allow transfer students to satisfy their Biology course requirement. Eric also stated that there are few students that transfer into UCF that need to complete Biology I upon transfer as this should have been completed during their time at the partner colleges. Participants discussed the importance of students choosing their major early on.

Jessica Schrader added that further strengthening advising practices at the partner colleges is crucial to better support students through transfer to UCF. Pat Ferguson stated that at Seminole State College advisors print out degree pathways from UCF to help students better prepare for their chosen degree path. Jessica Schrader asked what Seminole State College’s student to advisor ratio is. Pat Ferguson stated that she has a 700:1 ratio and some Career Program Advisors at Seminole State College have a 1200:1 ratio.

Harrison Oonge stated that UCF and Valencia College began a collaboration in spring 2018 to review degree maps across institutions. In this collaboration, stakeholders are developing strategies to bridge the gap when program requirements change at UCF; how does this information reach the partner college and ultimately the students?

**FOLLOW-UP ON ACTION ITEMS**

**CA WEBSITE**
Harrison Oonge gave a brief overview of the newly redesigned CA website.

**HEALTH MANAGEMENT INFORMATICS (HMI) – SEMINOLE STATE COLLEGE**
Pat Ferguson gave a brief overview Health Informatics & Information Management Educational Plan that is provided to students during advisement (see attached).

**PLACEMENT EXAMS – DAYTONA STATE COLLEGE**
Jim Backer gave a brief overview of the placement exams at Daytona State College.

**REVIEW BIOLOGY I & II LEARNING OUTCOMES, TOPICS & SUBTOPICS**
Link to Google doc:
[https://docs.google.com/spreadsheets/d/1FGinzxs5Uuu0RtvhMa2WTKNkTrlqiA_Y7tQmBd_eB0Y/edit#gid=1078935979](https://docs.google.com/spreadsheets/d/1FGinzxs5Uuu0RtvhMa2WTKNkTrlqiA_Y7tQmBd_eB0Y/edit#gid=1078935979)
Participants reviewed Biology I (BSC X010) learning outcomes, topics and subtopics. Some changes were made and the Google spreadsheet was updated.
Participants reviewed Biology II (BSC X011) learning outcomes, topics and subtopics. Some changes were made and the Google spreadsheet was updated.

LUNCH BREAK WAS HELD FROM 12:00 – 12:45PM

PEDAGOGY
Teaching strategies that work
Harrison Oonge briefly reviewed the Google doc that will be a resource to share best practices/teaching strategies across institutions.

NEXT STEPS
- Review data on gap between Biology I and II
- Share information/outcomes about UCF’s virtual lab in BSC2010C (effectiveness, best practices, challenges/opportunities)
- Review best practices for teaching Biology I and II; what is most successful in the classroom and labs; review common resource document (shared Google Doc)
- Continue discussion of shared assessment
  - Idea: develop shared pre-/post-test of Biology I and II
  - Idea: develop set of shared/embedded exam questions that assess main learning outcomes of Biology I and II

CURRICULUM ALIGNMENT CONFERENCE
The spring 2018 Curriculum Alignment Conference is scheduled for Friday, March 2, 2018 at Valencia College, Special Events Center. Harrison Oonge encouraged all participants to attend.

SET SPRING 2019 MEETING DATE AND IDENTIFY HOST
The spring 2019 Biology Curriculum Alignment meeting was scheduled for Friday, February 15, 2019 from 10:00am – 2:00pm with Eastern Florida State College (Melbourne campus) offering to host (Jessica Schrader / James Bottesch).

The meeting adjourned at 2:03pm.