

Item 5.1

Administration Commission Report

By Dr. Xiao Wang, Administration Commission Chair

Wednesday, June 28 at 4:00 p.m.

1. Administration Commission Exemplary Leadership Award

- The Commission Chair, Dr. Wang, has sent out the nomination form for the Administration Commission Exemplary Leadership Award to all the Administration Commission members in February.
- Tina from the state office has sent out another reminder in February
- The Commission Chair has requested that the state send out the nomination form to all AFC members. We hope to receive more nominations after Eileen sends out the nomination form to all members soon.
- Once we receive all the nominations by July 31, 2017 the board members will go over them and decide on the winner.
- The winner will be awarded at the Convention in Nov. either at the Gala or the Commission meeting.

2. Administration and Region V Joint Conference—May 17 to 18, 2017, FKCC; This is the 2nd Year Administration Commission has joined Region V at the Regional Conference, and it was a great success.

The Administration Commission has sponsored the following Presentations at the Conference:

a. Presenter Lynne O'Dell, IRSC

IRSC's Quality Enhancement Plan (QEP) is "an action research project Improving Student Learning and Success in Gateway Math." IRSC's QEP has implemented significant changes to the institution's gateway math courses that include a variety of delivery methods, the addition of tutors in the classroom, MARS computer labs, and active learning strategies. The effect of these changes were not immediately evident in the data collected, therefore focus groups are conducted each term. Focus groups for IRSC's QEP have proven to be an important part of our action research project giving insights into what changes are and are not working. Focus groups are conducted every term with students, faculty, and tutors that are involved in the redesign of our institution's gateway math courses. During this session qualitative data from the past 3 years of focus groups will be shared, along with an explanation of the process for conducting focus groups, lessons learned, successes, and failures. Implications for scaling out the use of focus groups to other disciplines will also be shared. A question and answer session will follow the presentation.

b. Presenter: Marcos A. Nunez, Broward College

Title: 2017 Top Trends in Innovative Technologies for Higher Education

This interactive presentation discusses key trends, significant challenges, and developments in educational technology that are poised to impact teaching, learning, and creative inquiry in higher education in the next 5 years. Attendees will have the opportunity to reflect on and experience some of these technologies hands-on through a combination of onsite and web simulations. Some of the most important developments discussed will be: Mobile Learning, Internet of Things, Artificial Intelligence, and Natural User Interfaces. Some of the trends: Learning Analytics, Learning Space Redesign, and Cultures of Innovation.

c. Presenters: Joan Rivera and Brenda Rante, IRSC

How prepared are you for a disaster?

As a coastal community with previous landfall from major hurricanes, IRSC AFC wanted to make sure that faculty are informed and prepared for future storms. Our goal is to keep members and their families safe by engaging them to actively prepare for disasters. A presentation was developed including: two interactive activities, one PowerPoint, multiple handouts, and a Q and A session. Attendees were put into groups and given a scenario which included them needing to gather supplies for their 5 family members and pets and evacuate within 10 minutes. Following the activities a brief presentation was given reinforcing the message of being informed and prepared.

3. AFC Administration Commission Conference Call May 31, 2017 at 9:00 am

Attendees: Dr. Xiao Wang, Chair, Brenda Rante, Chair-elect, Lynne O'Dell, Secretary, Keri Hughes, Treasurer, and Eileen Johnson

Dr. Wang Called the meeting to order 9:25 am. During the meeting, we discussed the following:

- Administration commission report due June 15, 2017; will include those that presented at the Region V conference in Key West – Brenda Rante and Joan Rivera, Lynne O'Dell, and Marcos Nunez
- Region V conference confirmed to take place at IRSC on May 10, 2018, currently working on planning committee, will partner with Administration Commission and Faculty Commission
- Leadership Excellence award deadline for submissions on July 31; no one has submitted anything as of yet, IRSC plans on nominating someone; Eileen will be sending out an email reminding everyone about the award and the submission deadline to see if we can generate some submissions, Xiao will obtain the award plaque with the help of Eileen that will be given to the winner.
- Question posed about finding out what the financial accounting status is for the Administration Commission especially before the new board takes over in January – suggestion made to contact Eileen because she has been taking care of i the accounting

- In conclusion:
- Work on submissions for Leadership award
- Sponsorships for Region V conference

The meeting was adjured at 10:00 a.m.

4. Future plans:

We look forward to receiving nominations for the •Administration Commission Leadership Excellence award due by July 31st, 2017

We look forward to working with Mike Pelitera, Region V Chair-Elect and his crew from IRSC on our three-way Joint Conference among Faculty Commission, Administration Commission, and Region V on May 10, 2017