

5-4-2016

## 05-04-2016 Curriculum Committee Meeting Minutes

## Fischler College of Education (FCE) Curriculum Committee Meeting

### Minutes

May 4, 2016

**Participants:** Anymir Orellana, Carmen Marinelli, Sylvia Orto, Dana Fredebaugh (Chair), Audrey Henry, Ken Rockenses

1. Dana and Bob Greene will work on an **FCE memo** to announce the formation of the Fischler College of Education Curriculum Committee.
2. **Rotational responsibility for taking meeting minutes and posting/distributing:** Audrey volunteered to take minutes for this meeting. Silvia will be the next recorder.
3. **Grading:** Grading policy discussed. There is concern regarding the match between quality points and letter grade. Dana pointed out that UTEP programs do not have quality points. Consensus was to ask UTEP to add quality points. Decision was taken to allow grading for MS , EdS and EDD to remain as is.
4. The issue of whether **Masters and EdS students taking the same course** should use the same syllabus. No decision made.
5. **Representation on the committee:** Question of whether UTEP faculty should be represented on the FCE CC. Because UTEP has initial certification programs, it was decided that there should be a FCE CC UTEP subcommittee and the Chair should be included as a non-voting member.
6. **Role of the Curriculum Committee:** Information regarding this should be sent to all departments. The suggestion was made to look at the responsibility of the chairs and possibly meet with them to ensure that roles do not overlap
7. **One credit courses:** Dana advised that a one credit special education course for teachers who need recertification will be available in Summer II
8. **Syllabus Review:** Dana will contact the Chairs regarding current policy for review and approval of syllabi. Sylvia asked about the possibility of having the coordinators review the syllabi before they are submitted to the CC. Dana will ask the Chairs about their curriculum coordinators.

9. **Mission Statement:** Suggestion that this be revisited. Anymir to create a draft, which will be shared with the Committee via email.
10. **Responsibility for syllabi:** Dana will talk to the Chairs regarding the name that should appear on the syllabus as the responsible party and what “title” should be used. Wilma and Lina had indicated an interest in replacing “Content Area Faculty” (“**CAF**”) with something else.
11. **Syllabus Templates update:** Dana needs to update the MS/EdS syllabus template. Anymir will update the EDD templates, and UTEP will update their template during their annual retreat.
12. **Meeting adjourned.**