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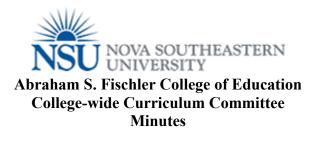
Education Curriculum Committee Minutes and Agendas

Abraham S. Fischler College of Education and School of Criminal Justice

8-30-2016

08-30-2016 Curriculum Committee Meeting Minutes

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Meeting August 30, 2016 10am NMB Room 210 & Zoom

In attendance: Dana Fredebaugh (Chair), Carmen Marinelli, Anymir Orellana, Silvia Orta, Terri Schmidt, Sandra Trotman, Jennifer Gunther Reeves (guest), Ken Rockensies (ex-officio)

The meeting started at 10:10 am.

Old Business

- 1. Minutes from July 26 were reviewed and approved with corrections
- 2. Discussion on syllabi templates included the following:
 - a. Templates available in FIN even though FIN is not password protected; question arose if FIN would be continued to be maintained
 - b. Forms should be in a secure place
 - c. Recommendation: FIN should be updated and password protected
 - d. UTEP and MS/EdS updated and posted and some corrections will be made
 - e. Future templates should come to the Curriculum Committee for approval
 - f. UTEP updating syllabi every term per subcommittee from main campus
 - g. Discussion concerning should templates be uniform across departments for EDD since some departments want the name of the content area faculty and others want department chair name to appear; who would bookstore call if issues with textbooks arise and no faculty name is available; no decision made due to pending meeting with department chairs and the concern that main campus would dictate format changes
 - h. Major revisions of syllabi should still come to Curriculum Committee for approval
 - i. Dana and Anymir will attend meeting with Ken and department chairs for role clarifications and syllabi approval sheet
 - j. A form with required signatures will be discussed and distributed to department chairs so that all approvals will be clarified in writing
 - 3. New specialization-specific (all degree levels) syllabus review process, as outlined by Ken:
 - a. Department Chair appoints 3 faculty members in same or related specialization to review a new syllabus.
 - b. Department Chair approves syllabus, after any necessary revisions.
 - c. New syllabus is sent to FCE CC for review and approval, after any necessary revisions.
 - d. New syllabus is sent to Ken and the Dean.
 - e. New syllabus is then sent to SCMS

Will be reviewed with department chairs in meeting to determine signatures for approval sheet

- 4. New (EdD) cross-specialization syllabus review process
 - a. Chairs, together, appoint faculty to develop a syllabus
 - b. Chairs review the draft syllabus and make recommendations, with the author(s) incorporate into a final edition
 - c. New syllabus is presented to the FCE Curriculum Committee for final approval.
 - d. New syllabus is sent to Ken and the Dean.
 - e. New syllabus is then sent to SCMS

Will be reviewed with department chairs in meeting to determine signatures for approval sheet

- 5. Implementation of RES 8100 The Nature of Knowing: Epistemology and Inquiry-based Learning
 - a. Discussion on course reviewed by Sylvia
 - b. Recommendation: students at different levels and stages of program completion makes it difficult so there is a need for some course modifications

New Business

- 6. Voting privileges for UTEP members Recommendation: Should have voting privileges as part of committee
- 7. Date & time for next meeting was set for September 20 at 10:00 am.

Pending Issues

- 1. Meeting with Department Chairs
- 2. Finalized steps for syllabus review process
- 3. Status of RES 8100

Meeting adjourned at 12:10 p.m.