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College of Education Curriculum and Program Committee Meeting : 2004 : 02 : 25

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Curriculum Program Committee
Minutes from 2/25/04

Members Present: Cynthia Leung, Lynette Fields, Brett Jones, Kim Stoddard,
Steve Ritch, Jennefer Khattabi, Justine Schultz, Steve Ritch
Guests: Vivian Fueyo, James Marshall, Scott Waring

Minutes

1. Happy Birthday Jennefer!
2. College Council's decision regarding membership of committee
The College Council has decided to follow the constitution as it reads and allow Drs. Waring and Marshall to join the Curriculum Program Committee only as tech advisors. Dr. Ritch suggested an amendment to the constitution allowing its members to change the make up of the Council as they see fit. Dean Fueyo suggested that representatives from each program be invited only when their input is needed.
3. Minutes from 1/14/04 meeting reviewed and approved
4. Report to College Council
Dr. Braun will report for the Curriculum Program Committee at the College Council.
5. Status of matrices of AP and ESOL competencies
The Matrices should be divided by program and display which competencies have been met. Some members questioned how their particular program would fit since the competencies only seem to apply to teacher preparation programs. One course cannot encompass all accomplished practices therefore instructors must find a way to demonstrate several, not all, accomplished practices through assignments from particular courses. Also, instructors must begin implementing these accomplished practices and competencies into their coursework and assessment procedures.
6. Review of assessment systems
7. Student Progress Monitoring in our Standards-based programs
8. Update on SACS compliance report
USF St. Petersburg is in full compliance with the SACS standards.
9. Update on website for approval of new courses/programs
Dr. Waring is working on the website but could not design databases needed for the "drop-down-menu" option for completing and submitting forms online. It was decided that the "pdf" format would be easier to design and allow the user to download and print a form is he/she chose to do so.
10. Update on Special Education programs
The grant has been funded for an ESE degree but recruiting for the MAT needs to be better. It was suggested that English and Special Ed. be packaged together to draw in students.
11. Next program willing to provide updates?
12. Grades and Academic Standards
The current academic standards are not being enforced in some cases. Students are not being notified when they are placed on academic probation. Some students do not meet the minimum grade of "C", but are allowed to continue taking classes and receiving credit. Plan needs to be developed to address this issue.
13. Open Agenda
Discussion took place on how the College of Education can increase its enrollment and find a unique niche for all the programs. It was suggested that this issue be brought up at a faculty meeting of the entire college for discussin.

Meeting adjourned at 12:55 pm and the next scheduled meeting is on March 24th at 11 am in COQ 231.