

Minutes
Nova Southeastern University
UNDERGRADUATE TEACHER EDUCATION PROGRAM
CURRICULUM COMMITTEE RETREAT

DeSantis Building, Main Campus
8:30am-4:00pm
Room 1052 on May 21, 2007
Room 1053 on May 22, 2007
Room 1053 on May 23, 2007

UTEP Participants: Dr. David Griffin, Dr. Marliese Hogan, Mr. Jason Karp, Dr. Patrice LeBlanc, Dean Dr. Jamie Manburg, Dr. James McCan, Dr. Rashid Moore (Chair), Dr. Marvin Seperson, Dr. Dennis Stetter, Dr. Sandra Trotman, Dr. Wilma Deepened, Dr. Judy Mesler, Dr. Terri Schmidt, Dr. Elaine Van Lue.

1. Review of Minutes from April 4, 2007 meeting

Minutes from the April 2007 were approved with editing revisions

2. Teacher as Researcher

Dr. LeBlanc and Dr. Seperson presented an article on the teacher as a researcher. Most prominent from the presentation and subsequent discussions of the Committee were as follows:

- a) UTEP course curricula should be tied to research through incorporation of research and research language in course syllabi;
- b) Workshops could be offered on quantitative and qualitative research methods and interpretation of research;
- c) UTEP faculty and students should interact on research, such as Dr. Patrice LeBlanc's work with student research and Dr. Judy Mesler's plans to co-author case studies with students for a book.

3. Portfolio

After extensive discussions, the UTEP Curriculum Committee adopted the single critical task per Florida Educator Accomplished Practice (FEAP) or INTASC Principle. These critical tasks were those approved for use across FSEHS by the Fischler Approved Programs Committee. It was agreed that a streamlined portfolio would be more manageable for students and faculty alike.

The critical tasks and their corresponding FEAPs are as follows:

	Major	
FEAP #	ELEM/ESE	EARLY CHILDHOOD
1	ELEM 4540	EECP 4540
2	EDUC/ESED 3561	EDEC 4320
3	ESOL 3340 (ESOL 4901 – Nevada)	ESOL 4901
4	ELEM/ESED 3550	EECP 4560
5	ESOL 4565 (ESOL 4902 – Nevada)	ESOL 4902
6	ELEM 3540/ESED 3530	EDEC 3530
7	ELEM 3550/ESED 4550	EDEC 3350
8	FTCE EXAMINATION	
9	EDUC/ESED 4320	EECP 3550
10a	ELEM 4350	EECP 4545
10b	ELEM 4530	EECP 4550
11	EDUC/ESED 3561	EDUC 3520
12	EDUC 3330	EECP 3330

4. E-Portfolio

Dr. David Griffin and Mr. Jason Karp introduced and demonstrated the use of the new electronic portfolio. The Committee approved the use of the electronic portfolio starting in the Fall of 2007.

5. Alignment of portfolio organization with directions at portfolio site

Mr. Jason Karp agreed to take on the responsibility to align the directions for the electronic portfolio at his website.

6. Update on ESE syllabi revision

Dr. Judy Mesler updated the Committee on her revisions of all ESE course syllabi. Her revisions were proceeding on schedule and she anticipated that all course syllabi would be reconciled with content generated in partnership with Learning House.

7. Adding Foundations of LD

Dr. Judy Mesler made a case in favor of including a course on Foundations of Learning Disabilities to meet the needs of preservice teachers who will be working with students with various learning disabilities in the classroom. It was agreed that such a course would be worthwhile to include and further study was warranted. It was also agreed that awareness of LD issues could be increased in the Elementary education major.

8. Syllabus Template

Dr. Patrice LeBlanc presented the new syllabus template for the upcoming 2007-2008 academic year that her subcommittee had developed. After discussion on the new syllabus template, the template was adopted by the Committee.

9. Standard Lesson Plan format

Dr. Marliese Hogan presented the new standard lesson plan format that her subcommittee had developed. After discussion on the new lesson plan format, the format was adopted by the Committee. The lesson plan would be added to the syllabus template information.

10. Undergraduate Policies

Dr. Patrice LeBlanc noted that the Undergraduate Policies that were being attached to UTEP course syllabi within the Syllabus Content Management System (SCMS) needed to be updated. The Committee agreed these policies would be reviewed to ensure the latest UTEP policy attachment was posted on SCMS.

11. Simulations

Dean Dr. Jamie Manburg briefed the Committee on the progress on the Simulation project with TATA Interactive. Dr. Patrice LeBlanc, Dr. Dennis Stetter and D. Rashid Moore were to take the lead in preparing case studies. Other faculty members would be available to provide expertise in the preparation of the case studies if required.

12. Data/survey forms and changes in the survey process

Dr. David Griffin provided data gleaned from various survey instruments. Among the data sets/tools were:

- a) Accomplished Practices/INTASC Core Standards Survey
- b) Externship/Internship Final Evaluation Form
- c) Intern's Feedback for the Cooperating Teacher
- d) Intern's Assessment of the University Supervisor

Dr. Griffin also noted that a common survey instrument was being developed that would be used for all FSEHS programs.

13. Paid internship/Paid time for paraprofessionals

Dr. James McCan discussed the possibility that interns be given secured some type of stipend for the internship to relieve the financial hardships of the interns as well as the notion that paraprofessionals be allowed to have their internships within their places of

employment. Dr. Marliese Hogan pointed out that the Florida DOE rules on internships were generally not flexible on the matter of paraprofessionals, but expressed the hope that the DOE would change its rules to accommodate these paraprofessionals. The Committee discussed the possibility of securing a grant to pay for paraprofessionals, such as that of Project Shell at Lynn University.

14. Jamaica APS Program

Dr. Sandra Trotman discussed the university review of the Jamaica APS programs and offered input on strengthening the programs, such as infusing more materials pertinent to Jamaica.

15. Turks and Caicos Islands APS Program

Dean Dr. Jamie Manburg discussed the Turks and Caicos Islands (TCI) APS Program. Two models would be in effect in the program – a 3 + 1 completer program and a 2 + 2 program in partnership with the Turks and Caicos Community College. The Ministry of Education indicated to Dean Manburg that the government of TCI is ready to start two cohorts of students, one on Grand Turk and one on Providenciales.

Dean Manburg indicated that he would contact the Minister of Education's office in TCI in order to determine if there existed a set of local teacher education standards to incorporate in TCI APS syllabi. It was agreed that the Jamaican APS course syllabi would serve as the TCI course syllabi, with incorporation TCI-centric course materials.

16. EDUC 2550: Undergraduate Orientation Course

Dean Dr. Jamie Manburg discussed the creation of an undergraduate orientation course. Such a course would orient students into the majors offered by UTEP.

ANY OTHER BUSINESS

17. Undergraduate APS for Paraprofessionals

The Committee discussed the possibility of creating a Bachelor's degree program for paraprofessionals. The program would follow an APS model which would not require an internship and would therefore not need to follow a state-approved model. The paraprofessional graduate of the program would need to secure certification upon completion of such a program.

18. Syllabi Revision

The Committee adjourned to start revision of all UTEP course syllabi.