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College of Education Curriculum and Program Committee Meeting : 2004 : 11 : 19

University of South Florida St. Petersburg. College of Education. Curriculum and Program
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Curriculum and Program Committee
College of Education
Agenda
November 19th, 2004
COQ 220, 2 pm.

Present: Steve Ritch, Cynthia Leung, Andy Reeves, Bonnie Braun,
Marilyn Bartlett, Joyce Nutta
Ex Officio: Judy Wilkerson, Jennifer Khattabi,
Members Absent: Lynnette Fields, Justine Schultz,

1. Review of minutes from October 15th, 2004
 - a. Minutes were approved.
 - b. Discussion about the University Catalogue. Specifically, we were reminded that prerequisites and Co requisites need to be listed in the Catalogue in order for them to appear in Banner.
 - c. There is a question of how we interact with the catalogue “system”. The person who does the review for us is Steve Micklo.
 - d. The Committee would to send a message to Steve to discuss the process by which changes are made. Send him an email. If it has gone in, can changes be added? Steve would rather have a discussion F2F.**
 - e. This is another example of not having a COE Policy in place for how an action occurs. A flow-chart needs to be developed.**

2. Report to/from College Council Cynthia
 - A. The IMC Collection policy. The DOE has a state approved list FDLRS, CSPD, Druid Complex behind Clearwater High School. Jerry is willing to do the leg work to acquire and store the material. Lee Sherry is in charge of Special Education collections.
 - b. We need books in the main subject areas we teach – Andy.
 - c. If Cynthia could give us her list, then we can give the list to Gerry who can create the necessary lists.
 - d. Admin Council will deal with inappropriate behavior students.
 - e. Faculty Council will work on by-laws.

Steve Micklo recommended that we have a petition Committee for students to bring policy complaints to. In the meantime, an experimental Ad Hoc committee will be established.

Annual review, the Dean will establish a folder of Exemplars of letters of what should be written for the Candidates under consideration. Barbara is chairing the annual review committee. Thus for this years Annual Review we won't be any further along than last year. Deanna Michael's committee on Service did report. That is out there. Steve thought everyone got material from that.

Also talked about matching expectations with reality – that is, when people are given assignments are they consistent with real time. They reviewed the collective bargaining handout to highlights.

Dean said we have more consistent way of looking at our assignments. This will help the annual review. This is supposed to come up with descriptors not an assessment tool.

Tech Grant with Findley: People can still jump on board.

The Dean said we aren't doing as much with Campbell Park as we should be. The partnership has dissipated at this point.

Related, Campbell school scores test scores have gone down in the past year. This is a reflection on us. Jim Stein, Principal. Joyce Nutta is doing a research project there.

Is there anything this Committee can comment on for Campbell Park? Lynette serves on Pro Ed Committee for Pinellas County. We need to be careful. We need to go to the Pro Ed Committee. There are hot issues: (1) non instructional people who want to become aids. (2) Their relationship with St Pete College on teacher induction model. Vickie Meredith is in charge. Is there a systematic way to make sure that resources are equitable across Pinellas County? On the recruitment side, if St Pete College has the front edge then we are in trouble.

A discussion was had about being more engaging as we recruit our students!! Judy made a passionate plea to work on our masters' level student.

This committee is an arm of the College Council. ...great ideas. Need to raise issues...Steve and I will caucus on this.

2. IMC Collection Policy Steve/Marilyn
 - a. Marilyn reported that in the absence of Leonard, it has sat there. We'll send it to the Faculty and get support of the policy. It will be on the COE Agenda and at the next meeting on Dec 3rd, we'll endorse the policy.

3. Monitoring Questionable Professional Behavior/Measuring Dispositions Judy/Andy

Put this on the agenda for next month.

4. Folio/Course/Program Review Process and Timetable Steve
 - a. Carry over to next meeting.

5. Open Forum/Good of the Order All

We need to discuss the sequencing again.
6. Adjournment

Campbell Park issue needs to reemerge again.

