School of Learning and Teaching Meeting Minutes

Generate knowledge.
Inspire learners.
Transform education.

General Meeting
October 25, 2019, 1:00-2:00 pm, 204 Shibles Hall

Present: Courtney Angelosante, Susan Bennett-Armistead, Rebecca Buchanan, Janet Fairman, Sara Flanagan, Debra Hogate, Sarah Howorth, Beth Hufnagel, Diane Jackson, Rich Kent (via Zoom), Casey Kelly, Craig Mason, Tammy Mills, Mia Morrison, Dee Nichols, Eric Pandiscio, Tim Reagan, Deborah Rooks-Ellis, Mary Rosser, Asli Sezen-Barrie, Meredith Swallow, Vi Thai, Shihfen Tu.

➢ Call to Order – 1:00 pm
➢ Approval of the Minutes from September’s meeting – Approved
➢ Approval of the Agenda for today’s meeting – Approved

Welcome, Announcements, and Comments

1. News and announcements –
   - Welcome to Meredith Swallow from University of Maine at Farmington. She is the Coordinator of the Instructional Technology Program.
   - Bryan Silverman is doing well and might be coming home for a few days.

2. Graduate Student ListServ – Camden Bock, our representative on the Grad Student Government, set up a listserv for the grad students in our School. If anyone needs to email information to our grad students, please contact Gail and she can post it on the listserv.

3. Faculty Advisory Council – Many felt faculty governance is important. The Dean is looking into this committee, and it will be discussed at the next College meeting.

4. IRB – Some of our courses require data collection as part of the course assignments. If a course project is done in a PK-12 class as part of the regular classroom activities, then it’s exempt from the IRB review. Otherwise, it requires an IRB review and approval. If there are any questions, please consult with IRB.

5. Summer 2020 class schedules are due November 1, 2019. (Gail Agrell)

6. Spring 2020 Directed Reading/Independent Study forms are due January 10, 2020 – We are over budget on these courses this fall, so send any requests for spring as early as possible for approval. This will give students time to find other options if the requests are denied. GAC meeting discussed revising the forms to include work hours and University requirements.
7. Top Scholars – UMaine is pushing for undergraduate students to do research with faculty. Top Scholars are a group of highly achieving first-year accepted students who are eligible to receive $500 per year towards scholarly/research development. The Admissions Office is looking for faculty who would oversee/advise two Elementary Education Majors. If you are interested, contact Mary Mahoney-O’Neil.

8. CUGR Faculty Fellows – An email was sent to faculty with the details, and if you are interested, let Shihfen know.

9. Save the date: Lois Weis is scheduled to give a talk and a Master Class on April 6, 2020. She is a friend and former colleague of Dean Gresham. Her area of expertise is in social justice and mixed-methods research. https://naeducation.org/our-members/lois-weis/

10. Committee Membership
- Roxanne is generating a list of faculty and staff committee memberships. Please review the list of committees and verify your membership. If you belong to other committees, please provide that information on the back and return it to Gail.
- Many of these committees have not met in a timely manner. It was suggested that committees should have their meeting frequency added to the by-laws.

Reports and Updates

1. CAEP site visit is December 14-16, 2020. The extension was not given, but we were able to move the visit back. The self-study report is due mid-March. Advanced programs for Literacy, Special Ed, and Ed Leadership are included in the review. These are the master’s programs which can result in certification or licenses. Those programs not being reviewed by CAEP still need to be reviewed by NECHE.

Elaine Bartley has tendered her resignation for mid-November as CAEP coordinator. We are waiting to hear from Jim Artesani on the next steps.

2. Libra Professor visit (Eric Pandiscio) - Rebecca Sockbeson will return in November for her final visit. There will be a meet and greet reception open to everyone on the evening of November 14. On the morning of November 15, there will be a panel discussion about L.D. 291 - mandating the teaching in public schools about the indigenous people.

3. UMaineGOLD – We have not heard any news. If you have a course under review, the faculty committee might meet before Thanksgiving.

4. Academic Partners – Issues (web site) with academic partners have been brought to the attention of the President and Provost.

5. Faculty Senate (Dee Nichols)
- There is a push from the System for unified accreditation and unified policies system wide. The concern is that what might work for one campus does not mean it will work for all. Many of these unified items, such as the academic integrity policy, already exist on this campus and we do not want something substandard.
- A document has been created which outlines the policies around the online evaluation of teaching. It is going to HR and AFUM for approval, and then will come back for any revisions.
- The General Education committee is considering revising the structure of general education at UMaine. If you would like to be on the committee, let Dee know.

Old Business
Hiring and evaluating adjunct instructors – The individual program area is responsible for approving adjunct instructors. The program is also responsible for evaluating adjuncts and reviewing their student evaluations.

New Business
Marketing: UMaine and COEHD – Alumni Hall is looking for slogan or tagline suggestions. The Dean was asking if the College has any slogans. If you have any ideas, let Shihfen know.

Meeting Adjourn: 2:04 pm
School of Learning and Teaching

Faculty Meeting
October 25, 2019, 2:00-2:30 pm, 204 Shibles Hall

Course, Certificate, and Degree Changes

1. Instructional Technology (Meredith Swallow):

   a. New - Graduate Certificate in Computational Thinking and Computing Education
      - Teaching computational education for 12 credits
      - 2 core courses, 2 electives

   b. New - Graduate Certificate in Library and Media Specialist
      - 5 courses which all exist; 15 credits
      - All courses are approved towards the O71 Library certification.
      - This is done as a request of the DOE due to librarian shortages in Maine schools

   c. Modification - EDT 520-Digital Age Teaching and Learning Methods
      - Course description changed*

   d. Modification - EDT 531-Studio for Computing in Learning
      - Course description changed*

   e. Modification - EDT 561-Technology Supported Inquiry-Based Teaching and Learning
      - Course description changed*

*All three courses description were changed at the DOE request to include librarian and/or libraries

Moved to accept all five and forward to College Curriculum Committee

2. Literacy, Language and Culture Program (Susan Bennett-Armistead):

   a. New course – ERL 441-Teaching Writing in Secondary School (Rich Kent)
      - Taught in the past under a generic course number
      - Renamed the course
      - Strict methodology course on teaching writing in the English class
      - This is partnered with ERL 442

      - Taught in the past under a generic course number
      - Needed to rename the course and remove the word “Practicum”
      - Working with the course instructor and having practical experiences beyond the classroom
      - 2nd half of the semester they will be working with a classroom teacher
- This is partnered with ERL 441

c. New course – ERL 472-Language and Linguistics (Tim Reagan)
   - Taught in the past under a generic course number which was used by two other courses
   - Required course for secondary English students

d. New course – ERL 570-Designing an Online Learning Environment
   - Previously taught as an ERL 590 generic course

e. New course – ERL 576-Literacy in the Home, School, and Community
   - Previously taught as an ERL 590 generic course

f. New Course – EEL 585-Reflective Practice within MPCL Coaching – (Debra Hogate)
   - University Training Center

\textit{Moved to accept all courses and forward to College Curriculum Committee}

3. Suspending Master’s Programs in Secondary Education, Social Studies
   - We have no students in these programs.
   - No tenured-track faculty in Social Studies
   - This is the first step in eliminating the degrees
   - This is NOT the CA&I track.

\textit{Approved to suspend - Master’s Programs in Secondary Education, Social Studies}

\textbf{Added to Agenda}

1. Looking at suspending the:
   
a. Standalone Ph.D. in Literacy
      - Does not affect the Literacy concentration under the Education Ph.D.
      - No one has been admitted into the program since 2012

   b. Standalone Ed.D. in Literacy
      - No one has been admitted into the program since 2012

\textit{Approved to suspend - Ph.D. in Literacy and Ed.D. in Literacy}

Meeting Adjourn: 2:38

Future School Meetings: 12/13, 2/7, 3/6, 5/1

Submitted by
Gail Agrell