Call to order – 1:01 p.m.
Approval of the minutes from October’s meeting – Approved
Approval of the Agenda for today’s meeting – Approved

Welcome, Announcements, and Comments

1. News and announcements
   a. Casey Kelly, thank you for putting together the college newsletter and the weekly update.
   b. Thank you to our colleagues, Diane Jackson, Rebecca Buchanan, and Sara Flanagan, for attending the virtual open houses this semester. Mary Mahoney-O’Neil, Faith Erhardt, Erin Straine, and Dominic Varney did a terrific job with the virtual open house events. Next semester the events will be in the evening and maybe more faculty will be able to participate.
   c. The Merritt and Jean Conroy Fund was announced at the last College meeting. The fund was established to help UMaine students studying to be secondary level math teachers, especially while they are student teaching.
d. The name change for the combined CA&I Elementary and Secondary Program has been approved by the Grad Board and will move forward to the next step.

2. Course schedules: Spring 2021, Summer 2021, Fall 2021  
   a. For spring, we must follow the published modality and time listed. Any change requests are unlikely to be approved.  
   b. Summer is not on MaineStreet yet, but we will let you know when it is available to view.  
   c. For Fall, we will go back to normal class scheduling. More details will be coming. We will need to gather further information from the faculty on their course modality. The fall schedule closes on January 15, 2021.

3. Program database – Currently standardizing the Program of Study forms for the Literacy degrees and certificates.

4. MAT 4+1 Proposal (Tentative)  
   a. 4+1 proposals are new pathways, not new degrees, and they do not need to go all the way up the chain of command.  
   b. Next school meeting we will formally approve the MAT pathway proposal.  
   c. Any comments or questions, let Bryan know.

5. Student Symposium (https://umaine.edu/umss/) – 4/16/2021  
   a. They need faculty and grad students to serve as judges.  
   b. Faculty should encourage undergrad students to present.

At Janet Fairman’s request, the item “Peer observation of teaching” under **New Business** was moved before **Reports and Updates**.

**New Business**

1. Peer observation of teaching (Janet Fairman and Justin Dimmel)  
   a. There are no course evaluations for spring, summer or fall 2020 due to COVID-19.  
      • This creates a challenge for evaluating performance for reappointment or promotion and tenure.  
      • We need to think of other ways to evaluate our teaching.  
      • Course evaluations do not give the whole picture  
   b. Some other options Justin Dimmel tried:  
      • Eric Pandiscio interviewed Justin’s students mid-semester and gave feedback on their responses.  
      • Justin recorded a Zoom class and shared the recording with Janet Fairman.
She wrote up a detailed report, and then had a conversation with Justin about the course.

It was a helpful tool even though the course is not normally taught this way.

The pros and cons are:
- Time consuming, but it does not need to be this in depth every time
- We could have formal and informal evaluations with certain criteria
- Provides faculty more information for their promotion and tenure
- Faculty need to be trained to conduct objective observations

c. Peer committee should take the lead on investigating this idea.

Reports and Updates

1. COVID-19 related matters
   a. Student retention
      2. Overall attendance has been good.
      3. Undergrad students appreciate the synchronous class time to keep them engaged.
      4. Reaching out to students if they are struggling is important.
      5. Students valued any type of connection.
      6. Putting the students in smaller learning groups throughout the semester helped them connect.
      7. Science students appreciated having the material kits.
   b. Mental health
      • COVID was hard on everyone. The resulting changes had a high learning curve for all.
      • If you feel you need help or support, reach out to Shihfen.
   c. Equipment needs
      • If you need special equipment for teaching, let us know.
      • They will be putting red dots on the floor to align furniture safely. If you need to change the room set-up, let us know.
   d. If you are contacted by student’s parents and feel uncomfortable talking with them, send them to Mary Mahoney-O’Neil.
   e. Some students with special accommodations are finding this hard, and so may require extra support and compassion.

2. Accreditation: CAEP & NECHE – CAEP site visit is Sunday through Tuesday. Jim is setting it up. NECHE should be here in February for a virtual report.

3. Faculty Advisory Council (Tim Reagan & Asli Sezen-Barrie)
   a. Moving forward on Bylaws and Awards Committee.
   b. Discussing safety processes for students and faculty due to COVID-19.
4. Faculty Senate (Dee Nichols, Asli Sezen-Barrie, Susan Bennett-Armistead)
   a. Research survey will be released soon.
   b. No extension on the pass/fail policy for spring semester. We do not know if they will extend the withdrawal time.
   c. Budget - there is a projected 10 million deficient for this academic year. They will tap into the reserves to offset this loss. There might be a cut in state funds.
   d. Trying to sustain programs during these losses.
   e. Student recruitment will help offset losses.
   f. IRB – (Asli Sezen-Barrie) The Senate Research Committee is considering how to address concerns regarding the IRB.

5. Dean search met last month and reviewed the job post.

6. Literacy Education position - Waiting for the final approval.

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**Old Business**

1. Undergrad research (Eric Pandiscio) – The President’s Strategic Vision and Values specifically notes “authentic research opportunities” for undergraduates. We are therefore creating a faculty survey to assess current research activity in classes, as well as ways this could be expanded in the future.

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**New Business**

2. New standing committee: Graduate Student Scholarship Committee
   a. Update: The ad hoc committee made a nomination (Camden Bock) to the Janet Waldron Doctoral Research Fellowship.
   b. Due to time constraints, the proposal to formally establish this committee as a School standing committee was tabled until our next meeting.

General meeting adjourned at 2:31 p.m.
School of Learning and Teaching

Faculty ZOOM Meeting
December 11, 2020 2:30 – 3pm via Zoom

Course/Certificate Approval

1. New course: ESC 555 - Engineering Design Process for K-12 Educators (Asli Sezen-Barrie)
   a. This course will be part of the graduate certificate program for STEM educators. The course introduces engineering curricula into science classrooms at the K-12 level.
   b. Motion to approve: 21 in favor – all

2. Course modification: EHD 571 – Qualitative Research: Theory, Design and Practice;
   a. Description change
   b. Motion to approve – 21 in favor – all

3. Course modification: EHD 572 – Advanced Qualitative Research;
   a. Description change
   b. Motion to approve – 21 in favor – all

4. New course: SED 625 – Special Education Internship for Maine's Alternative Certification and Mentorship Program (Sarah Howorth for all SED)
   a. It is required by the Maine DOE, Chapter 180, and has been taught as a SED 598 course
   b. Motion to approve – 18 in favor – all

5. Course modification: SED 513 – Early childhood intervention/ special education individualized practicum
   a. Credit change to 1-3 credits
   b. Motion to approve – 18 in favor – all

6. Course modification: SED 520 – Law and Policy Affecting Individuals with Disabilities
   a. Prerequisite changed
   b. Motion to approve – 18 in favor – all

7. Course modification: SED 532 – Behavior Management and Intervention
   a. Prerequisite changed
   b. Motion to approve – 18 in favor – all

8. Course modification: SED 544 – Mathematical Methods in Special Education
   a. Prerequisite changed
b. Motion to approve – 18 in favor – all

9. Course modification: SED 545 – Intervention for Reading Difficulties
   a. Prerequisite changed
   b. Motion to approve – 18 in favor – all

10. Course modification: SED 553 – Assessment in Special Education
    a. Prerequisite changed
    b. Motion to approve – 18 in favor – all

11. Course modification: SED 556 – Assessment of Students with Autism Spectrum Disorders
    and Severe Disabilities
    a. Prerequisite changed
    b. Motion to approve – 18 in favor - all

Faculty meeting adjourned at 2:38 p.m.
**Future School Meetings:** 2/5, 3/5, 4/30