**FCCOB Meeting Minutes**

Electronic Voting, Summer 2017

May 2017

Present via electronic voting: J. VanHeest (Chair), R. McCarthy

1. Instructor Review - the following new instructors were approved:
	1. Baldassario (Hartford 1800, Staff/Graduate Student, former FYE mentor)
	2. Daher (International 1800, HESA Graduate Student)
	3. Grunwald (1800, Staff)
	4. Limberg (1800, PhD Student)
	5. Reynolds (1800, PhD Student)
	6. Scott (1800, Adjunct Professor)
	7. Daniel Weiner, PhD, Vice President of Global Affairs and Professor of Geography (1800)
2. Instructor Review – the following new instructors were approved condition on their receiving additional mentoring or co-instructing:
	1. Abunaw (1800, Graduate Student)
	2. Berkman (1800, HESA Graduate Student)
	3. Dutro-Maeda (1800, HESA Graduate Student)
	4. Mann-Lamb (1800, Staff/Graduate Student)
	5. Rahmy (1800, Staff) – As Rahmy isn’t enrolled in a graduate program, she is required to receive an experienced mentor and regular supervision. She can be reevaluated in January to receive a blanket approval for future teaching.
	6. Surrowitz (Veteran’s 1800, Staff/Graduate Student, former Veteran’s FYE mentor) – approved to co-instructor the Veteran’s section.
	7. Sutton (1810 – Psychological Sciences LC, HESA Graduate Student)

July 24, 2017

Present: J. VanHeest (Chair), D. Ouimette, S. Scheidel, S. Renn

1. Instructor Review - the following new instructors were approved:
	1. Ahmed (1800 Co-instructor, Staff – Wellness & Prevention Services)
	2. Barachkova (International 1800, Staff – ISSS)
	3. Beghetto (1810 – Innovation House, Faculty)
	4. D’Alleva (1800 SFA only, Dean of SFA)
	5. Larkin (1800, Staff – Student Union Information Center Manager)
	6. Nevers (1800 Co-Instructor, Staff – Wellness & Prevention Services)
	7. Pai (1800, Staff- UITS)
	8. Setzler (1800 Co-Instructor, Staff – Wellness & Prevention Services, MPH Student)
	9. Soroka (1800, Staff – Executive Assistant in Dept of Psychological Services)
	10. Vernola (1800 Co-Instructor, Staff – Wellness & Prevention Services)
	11. Wilde (1800, Staff – FYP&LC)
	12. Fischl (multiple sections of UNIV 1800) – paid contract with FYP & LC to instruct UNIV 1800s and create international UNIV 1800 curriculum.
2. Instructor Review – the following new instructors were approved condition on receiving additional mentoring or co-instructing:
	1. Alejos (1800, Graduate Student, former FYE veterans’ mentor and StrengthsQuest workshop leader)
	2. Maxhari (1800, NEAG IBM Grad Student)
3. Instructor Review – the following new instructors’ applications were tabled until more information is gathered from the Engineering House Learning Community. None of the applicants have graduate degrees and only one has a bachelor’s degree in engineering. If these applications are approved, the mentorship and instructor oversight would need to come from the LC. The idea of requiring co-instructing was discussed.
	1. Bukowski (1810 – Engineering House, Staff – Program Assistant for Management and Engineering for Manufacturing Program, BS degree w/experience)
	2. Bullock (1810 – Engineering House, Staff – Program Coordinator for School of Engineering, BS degree)
	3. Cullen (1810 – Engineering House, Staff – Administrative Services Assistant for Dept of Materials Science and Engineering, BA degree)
4. New Course Review
	1. UNIV 3820 – WiMSE – Mary Wynn – approved.
		1. Jaci had spoken to Mary as she was preparing her new course and much of it is modeled after a similar Allied Health LC course.
	2. UNIV 1820 – McKeon
		1. This new course proposal was originally reviewed by the full FCCOB in February 2017. Sarah Scheidel will contact Amy to discuss FCCOB concerns, including: (1) the need for James Chrobak, Department of Psychological Sciences, to indicate that there are no course conflicts with his department, (2) obtaining Amy’s supervisor’s approval for her to teach this class, (3) updating syllabus logistics (e.g. grading), and (4) obtaining more information about Amy’s curricular approach, so as whether there was topic-specific expertise needed that Amy may not possess.
		2. In addition, there was discussion over whether our UNIV 1820 proposal to UICC requires us to all our courses to be open to all students, which this proposed course doesn’t.
	3. UNIV 1820 – McMullan
		1. This course was approved in 2016, but needed to be re-reviewed. The main instructor, Jason McMullan, has extensive experience in the field and is an employee of UConn’s Radio Station, but doesn’t hold a university degree. His past supervisor, Joseph Briody, has changed positions.
		2. Mr. McMullan will instruct in the fall 2017 semester under the mentorship of his new supervisor, Krista O’Brien. Both will be listed as instructors for the course and both will have access to the class HuskyCT site.
		3. This course/instructor will be re-reviewed at the end of the fall 2017 semester to determine if Mr. McMullan requires a co-instructor in the future.

August 2017

Present via electronic voting: J. VanHeest (Chair), R. McCarthy

1. Instructor Review - the following new instructors were *approved*:
	1. Barnett (UNIV 1810, Innovation House, PhD Student)
	2. DeBald (UNIV 1800, FYP&LC staff)
	3. Hong (UNIV 1810, BCLC, School of Business Staff)
	4. Krauss (UNIV 1800, FYP&LC Staff)
	5. Samuels (UNIV 1800-SSS, SSS Staff)