**First Year Programs & Learning Community (FYP&LC)
Faculty Courses and Curriculum Oversight Board**

**University of Connecticut
February 5, 2018**

**9:30am-10:30am, Rowe 234**

**Present:** Jaci VanHeest (Chair), Daniel Burkey, Tom Deans, Dave Ouimette, Sarah Renn, Sarah Scheidel, Alexia Smith, Friedemann Weidauer

**Absent:** James Chrobak, Stephen Dyson, Maria Martinez, Melissa Foreman, Robert McCarthy, Amanda Wilde, Steven Zinn

1. **November Minutes - accepted**
2. **Instructor Review**
	1. Beaulieu (UNIV 1800 – Staff) – *approved*
		1. She has a master’s degree, as well as additional certifications/training.
	2. Burgos Lopez (UNIV 1800 – Assistant Dean of Students) - *approved*
	3. Conaway (UNIV 1800 – HESA student) – *approved conditional on taking the fall EDLR course or additional oversight, plus taking the FYE new instructor training*
		1. She will be in her second year of her HESA program in fall 2018. She talked about taking the EDLR fall course and currently has a practicum in the Learning Community Office
	4. Douberley (UNIV 1800 – Staff) – *approved*
		1. She works for the Benton and obtained her Ph.D. in 2015. She is working toward greater collaboration between FYE and the Benton.
	5. Piantek (UNIV 1820 – PhD Candidate) – *approved*
		1. She will be preparing an UNIV 1820 syllabus in sports/broadcast communications for the next FCCOB meeting.
	6. Srimatkandada (UNIV 1800 -Staff) – *approved*
		1. She became interested in teaching FYE after talking to a coworker. She will be co-teaching with Sandhya Pai this coming fall semester.
	7. Strelecki (International UNIV 1800 – HESA student) – *approved conditional on taking the fall EDLR course or additional oversight, plus taking the FYE new instructor training*
		1. She currently has a practicum with John Armstrong and is interested in teaching an international section. She has a B,S. in Elementary Education and has taught overseas in South Korea. She will be obtaining additional resources if she teaches an international section.
	8. Waterman (UNIV 1800 – Staff) – *approved*
		1. She is a Political Science academic advisor. She worked in the school systems prior to moving into higher education.
	9. Wilmot (UNIV 1800 – Assistant Dean of Students) – *approved*
		1. She has a Ph.D. and has taught for honors’ FYE.
	10. Carignan (UNIV 1800) – Update *– approved for one semester, then review needed*
		1. We have talked about her in our November 2017 FCCOB meeting. She is currently obtaining her master’s degree at Post University. Due to financial challenges and the inability for the course credits to transfer, she isn’t able to take the fall EDLR course. She works on campus on special payroll. Sarah Scheidel is willing to provide mentorship to her if she is unable to take the EDLR course. Sarah has confidence in her ability to instruct. She is able to attend future instructor workshops.
		2. The question is whether FCCOB will approve a staff member who is obtaining a master’s degree from another institution.
3. **Other Business**
	1. International FYE Instructor meetings (2/15, 2/22)
		1. FYE will be holding two fall semester debriefing meetings with international FYE instructors. FYE will then follow up with a fall 2018 planning meeting with international instructors in April, after Pam Fischl has gathered more data on international student needs.
		2. It was noted that First Year Writing has lost a GA-ship, so the Writing Center isn’t able to visit the international FYE sections anymore.
	2. Regional Campus update
		1. Update was postponed until March.