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

**University of Connecticut   
October 12, 2017**

**9:00am-10:45am, Rowe 234**

**Present:** Jaci VanHeest (Chair), Daniel Burkey, James Chrobak, Tom Deans, Robert McCarthy, Alexia Smith, Steven Zinn, Dave Ouimette, Sarah Renn, Sarah Scheidel, Melissa Foreman, Amanda Wilde

**Absent:** Stephen Dyson, Friedemann Weidauer, Maria Martinez

1. **October Minutes Approval**
2. **New Course Review**
   1. UNIV 1820 – Yalof – Politics - ***approved***
      1. We did not collect an early syllabus yet, as our informal policy has been not to collect faculty syllabi early. McCarthy and Zinn requested that a syllabus be submitted to FCCOB within two days of the semester starting. Deans noted that for faculty, FCCOB do not need a formal syllabus in advance, but do need to know general assignments required for the class. FCCOB then need the syllabus once the semester has started.
      2. Ouimette reiterated FCCOB’s policy: For tenure or tenure-track faculty, FCCOB wants a course description and assignments in order to review and approve, but then needs a syllabus once the semester has started.
   2. UNIV 1820 – Cicocki – Mindset - ***approved***
      1. Zinn noted that he likes the class, but had to review Cicocki’s resume to see if she has the expertise to teach the class. Scheidel – when we sat down with Cicocki, we discussed her expertise background. She has done research on it, presented on the topic, and used it within her own classes. Chrobak likes the material and course. Zinn agreed that as long as Cicocki has the expertise, he would go support the course passage.
      2. Ouimette noted that Cicocki proposed that the student participants included ½ SSS and ½ general population. SSS advisors teach SSS-only UNIV 1800 sections in the fall, but FYP want their spring courses to be open outside of SSS. At the initial meeting with FYP staff, Cicocki indicated that this course composition would be advantageous to both groups of students with their diverse backgrounds and experiences.
3. **Instructor Review**
   1. Famularo (1810 – EcoHouse - HESA student) - ***approved***
      1. Correction – Famularo is teaching a UNIV 1840, not a UNIV 1810.
      2. Foreman explained that UNIV 1840 is a service-learning LC course that a few select Learning Communities (LC) use. They tie back the service learning to the topic of their LC. It’s pass/fail.

Famularo is a HESA practicum student with EcoHouse. These students do an overnight to start the semester. They also interact with the UConn farm, among other activities. Deans noted that his LC students do a variety of service that the LC leadership approves.

* 1. Yambor (1840 – Service Learning – Ed Psych student) – ***approved***
     1. Yambor will be working in Human Rights in Action LC with Dr. Deans.

1. **Other Business**
   1. Engineering LC Instructors
      1. After last FCCOB meeting, Ouimette met with Dan Burkey and others in the Engineering LC. As these learning communities get larger, we are forced to get creative to still offer students a small group experience.
      2. Burkey noted that they need more faculty participation in the Engineering Learning Community. As the LC population has grown, their academic advising team did much of the teaching. With shuffling of job duties, the academic advising team were less able to continue in the teaching role. They then identified other staff who they recommended to teach. All of the feedback on these three new fall instructors has been positive.
      3. McCarthy questioned whether there are more faculty who are willing to be involved.
      4. Zinn noted that there are larger issues. While Administrative Assistants may be interested in student contact, they would most probably not pass UICC standards for instructors. The advising staff need to have the student interaction that the 1810 classes offer.
      5. Burkey acknowledged that faculty need to get involved. There is an incentive structure in place and there will be increased faculty involvement and oversight in both the fall and spring semesters in the future. The department is still determining who will teach which semesters. Burkey will teach in the fall semester. There is one new faculty member recruited for the spring. Three more are needed for the spring. Some of the current instructors are approved instructors and will continue in the spring.
      6. VanHeest noted that with two-semester LC programs, the fall semester is transition, but the spring semester is content driven and needs to be taught by a content expert. She questioned whether FCCOB can help recruit more faculty for the spring.
      7. Burkey asked whether there can be some flexibility in this upcoming spring semester, given that faculty teaching assignments have already been finalized for the most part. The School needs time to get faculty in line, department heads on board, etc. to identify the faculty best able to teach the LC sections. Zinn noted that FCCOB has made some exceptions for HESA and IBM students because the UNIV 1800s are in their field. But he worries about making exceptions for instructors teaching who wouldn’t really be approved by UICC. Chrobak stated that given that many faculty don’t realize that there is a learning community in their field, FCCOB may need to be flexible in instructors. FCCOB could put the Engineering LC on probation for the spring. McCarthy noted that academic rigor is one piece of LC consideration, but the other piece is that faculty aren’t committed. The LC makes it possible to connect the school/department to the students, but this messaging needs to come from the Provost’s Office and Dean’s Offices.
      8. VanHeest noted that while the BCLC has many sections in the fall, they only teach transition in the fall and so don’t need content experts to teach. Is it best to just have a fall semester course for Engineering LC this academic year? Burkey teaches 2/3 of freshmen engineering students in a spring seminar course (ENGR 1166) already. Given this, Burkey isn’t sure what the value-added of having a spring semester LC class is. He thinks that it is more career-building.
      9. VanHeest questioned whether an alternate model similar to BCLC rather than a freshmen and sophomore two-semester model would be most appropriate for Engineering House. While the BCLC model isn’t ideal, it meets the requirements of the UICC and Senate. Maybe having a first semester freshmen and first semester sophomore class is best. Zinn stated that the course sequence isn’t the problem. The problem are the three people nominated to instruct academic classes. VanHeest agrees with Dr. Zinn. But can FCCOB help provide some other options to make the situation work? At the moment, [academic advisor] Shoshana Armington may not be able to instruct in the spring, but Brian may be able to in addition to a faculty member. Burkey will submit instructor applications for faculty who are able to teach in the spring.
   2. Review of UNIV 1800 International sample syllabus – ***tabled***.
   3. Faculty Oversight Board member terms – ***tabled***.
      1. Deans – Deans was left off the oversight board terms and needs to be readded.
   4. Fall meeting schedule
      1. FCCOB will hold its remaining two fall meetings at this time and in Rowe 234.
      2. Helena DeBald and Sloan Krauss will be invited to the next meeting, so that they can be introduced to the FCCOB members.