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

**University of Connecticut
September 20, 2018**

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

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

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

1. Welcome Dr. Mohamed Hussein, Professor of Accounting
2. FCCOB member terms were provided.
3. Review of April 2018 minutes - *approved*
4. Review of Summer electronic instructor approvals - *approved*
	1. Thanks to Dan Burkey and Jaci VanHeest for summer reviews while the Faculty Oversight Board was on break.
	2. Many new GAs from Learning Communities were reviewed over the summer, as well as the HESA and IBM student instructors. The HESA and IBM students are all enrolled in the EDLR graduate course with Ann Traynor and Dave Ouimette.
5. **Instructor Eligibility Requirements**
	1. During the summer, there was a discussion of the instructor eligibility requirements.
	2. With UNIV 1800, we have looked for instructors with master degrees or extensive teaching experience or both. With Learning Community UNIV courses, we have looked for instructors who have a master’s degree or higher or will have extensive oversight from their Faculty Director. Historically, UNIV 1820s were faculty seminars, but have moved to being taught by staff. UNIV 1820s courses focus on a specific research area or an area of expertise for the instructor.
	3. Dan Burkey noted the difficulty in finding faculty to teach UNIV 1810s, including in Engineering. Engineering has graduate students who could be wonderful instructors. This semester, Engineering House has three faculty and two staff member instructors. With appropriate oversight, can graduate students teach UNIV 1810 classes, with appropriate oversight?
	4. With UNIV 1810s, the field-specific knowledge is combined with general student transition. Faculty can bring the technical knowledge. With staff instructors, it’s important to know the academic/field experience with which their students are involved.
	5. An oversight plan needs to be provided by the Faculty Director in an original new instructor application. E.g. WiMSE had a plan already formed for training their new GAs to prepare them to teach, but this plan wasn’t documented so that FCCOB could review it. This would be the same for staff instructors who don’t fulfill all requirements. A mentor plan would be useful to have on record, in case UICC ever conducted an audit of our instructors.
	6. Some faculty are compensated for teaching UNIV 1810s. GAs are compensated. Other departments use the teaching for annual reviews counting towards merit (service).
6. New Courses to Review
	1. UNIV 1820 – Hanley - Aiming for the A: Strategies for College Academic Success – *approved, with two abstentions*
		1. Sloane is the AAC Program Coordinator, who has redesigned the AAC workshops. She has noticed students who fall in the 2.0 to 3.0 GPA range don’t obtain a lot of resources. She is looking at best learning strategies.
		2. Idea of UNIV 1820 is that they are a faculty-student seminar, which this is not. This seems like an expanded AAC workshop. Is this something that should be done as a UNIV 1820?
		3. Historically, there were a lot of these types of courses. E.g. courses for students on probation. This benefits students, but philosophically, do we want to give credit and a grade for a course that helps students do this? CLAS is looking into more of these type of courses, so approving this opens the door for similar classes.
		4. Should these be faculty or “near-faculty” led courses or should these be a “catch-all” for courses that help students? There needs to be a decision on what UNIV 1820 should be. If faculty look through the current UNIV 1820 topics, it may be difficult to sell faculty on teaching one of these courses. It “reads” differently if a PhD student is the instructor, with faculty oversight.
		5. People proposing a course have to check with academic departments if the content could overlap with that of an academic department.
		6. The title may need to be changed to aim for a student’s best, rather than a specific grade.
		7. If there is concern about faculty not wanting to teach a UNIV 1820 under the current structure, it may be possible to propose a new UNIV 1830.
		8. There is an overlap in content between UNIV 1800 and this proposed UNIV 1820 course. While there are components of the UNIV 1800 included in this course proposal, this is a specific cohort of students who are getting specific approaches to address their academic needs.
		9. FYP needs to improve recruitment of faculty to teach, so that they balance out all of the UNIV 1820 staff instructors. However, it has been challenging to recruit faculty instructors, as we don’t pay instructors and this could result in a teaching overload.
7. Other Topics
	1. Enrollment Updates
		1. Total enrolled freshmen in a fall FYE: 3139, not enrolled: 585.
		2. We have two faculty members teaching a UNIV1800, plus two higher level administrators.
	2. Syllabi Collection
		1. Will revisit next meeting. We will need to have a discussion on the percentage of the course (UNIV 1800/1810) that can be outside speakers. Should we have guidelines? If there are so many speakers, will there be issues with building community, class continuity, etc.?
	3. Regional Campus Courses
		1. Avery Point UNIV 1820 course proposal – we haven’t been reviewing these courses in the past, but no one else is either. Should we be reviewing these courses? Even with regular academic courses, there are review problems. If they go directly to UICC, any resulting discussions will affect this board.
		2. We will review this proposal and may need to go in the direction of reviewing their instructors.
	4. Experience Innovation Expo event
		1. October 29, Student Union Ballroom, 1:00-5:00pm
		2. This expo will bring together innovation and entrepreneurship opportunities at UConn.
		3. Please publicize this event to your students.