**Department of Curriculum and Instruction**

**Department Meeting Agenda**

**Friday, November 12, 2021**

**10:45am-12:45pm, WH 2005**

**Hyflex**

1. **Updates and check in.** 
   1. Update C&I website
      1. Went live November 4th
2. **Announcements**
   1. Office of Research and Sponsored Programs Presentation (11:00am)
   2. COVID updates
   3. Professional Photographer Dec.10th Dept Meeting.
   4. Advising Evals Tools- review 2 examples (Denise/Carmen)
   5. Feedback/update on modality proposal from Provost’s office
   6. Grad sign up thank you
   7. P&T process over
   8. Amy Stevens - adaptive ed minor please send students to the minor advisor
   9. Fall 2022 - for scheduling purposes kept meetings on Friday same time
   10. Reminders from Stephanie
       1. New Process for Late add and Class adjustment PDF
          1. Signed-cc Stephanie in the email for the request
       2. Student worker google doc
   11. Other updates
3. **Action Items, Discussion & Activity**
   1. Approve minutes September 10, 2021
4. University updates (committees/faculty senate)
   * 1. Faculty Senate Updates - Ozgul
5. **COEPS Committees Reports**
   * 1. International Education Committee (Melanie)
     2. Student Scholarship Committee (Edric, Courtney, Kristen)
     3. Faculty/Staff Awards Committee (Ozgul)
     4. Strategic Planning and Budget Committee (Annie)
     5. Technology Committee (Carmen)
     6. Inclusive Excellence and Diversity Committee (Jenna)
     7. Constituency Standards (Lucy)
     8. College Curriculum (Kelly, Denise)
     9. TELFE (Kristen, Yao, Karla)
     10. Salary (May, James)
6. **Department Committee Reports:** 
   1. Curriculum & Scheduling (Yao Chair)
      1. Carmen, Kristen, Julie M-L, Kelly P, Ozgul, Edric
   2. Personnel & Policy (Liesl Chair)
      1. James, Melanie, Kelly, Karla, May, Annie
   3. CORE (Wade Chair)
      1. Jenna, Courtney, Denise, Ozgul
         1. Writing group
         2. Scholar tips
            1. Bring laptops for Google scholar
         3. C&I Faculty Research Interest
            1. Presentations on research interests
   4. MSEPS Council (Wade)
   5. Secondary Program Coordinators (James)
   6. Reading/Literacy (May/Kelly/Annie/Kelly P)
   7. Elementary/Middle Education (Yao)
   8. ECE (Carmen, Kristen, Lucy)
   9. ESL/BE (Melanie, Jenna, Julie)
   10. Business/Marketing Ed. (Karla, Denise)
   11. HELEAD (Courtney)
   12. Search and Screen (2 searches)
       1. Art – Edric/Yao
       2. ESL/BE - Courtney

**Materials Distributed (attached and/or handout at the meeting)**

**Remaining Department Meeting Dates for 2021-22 WH 2005:**

**10:45-12:45 on the second Friday of each month (except January):**

**Dec 10 (F2F), Feb 11(Hyflex), Mar 11 (Hyflex), April 8 (Hyflex), May 13 (F2F)**