**Department of Curriculum and Instruction**

**Department Meeting Agenda**

**Friday, December 10, 2021**

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

**In-Person**

1. **Updates and check in.** 
   1. C&I department picture at 11:00 am
2. **Announcements**
   1. Reminders from Stephanie
      1. Scheduling for Fall 2022
      2. Students Workers on Winter Break
      3. Door Schedules for Spring 2022
      4. Information on the DUO fob process
      5. Reimbursement process for PD Expenses
      6. Reimbursement process for travel expense - supervision travel
   2. C&I coverage for Winterim
   3. Commencement is Saturday, Dec 18th 10 am. Details: <https://www.uww.edu/commencement>
   4. Spring Forum save the date (F2F and online) Thursday, Jan 13th.
   5. Any final exam exceptions need to be approved by Robin.
   6. Associates degree COEPS Canvas page
   7. Modality Update
   8. Supervision
      1. Assignments
      2. virtual/F2F
   9. Annual Increases
      1. Signature page
   10. Gifts
       1. Joyce
       2. Student Workers
       3. Jon
   11. Future meeting topics?
   12. Other updates
3. **Action Items, Discussion & Activity**
   1. Approve minutes November 12, 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)

feedback

* + 1. Technology Committee (Carmen)
    2. Inclusive Excellence and Diversity Committee (Jenna)
    3. Constituency Standards (Lucy)
    4. College Curriculum (Kelly, Denise)
    5. TELFE (Kristen, Yao, Karla)
    6. Salary (May, James)

1. **Department Committee Reports:** 
   1. Curriculum & Scheduling (Yao Chair)
      1. Carmen, Kristen, Julie M-L, Kelly P, Ozgul, Edric, Dwight
   2. Personnel & Policy (Liesl Chair)
      1. James, Melanie, Kelly, Karla, May, Annie
   3. CORE (Wade Chair)
      1. Jenna, Courtney, Denise, Ozgul

Writing group

Scholar tips

C&I Faculty Research Interest

* + - * 1. Presentations on research interests
  1. MSEPS Council (Wade)
  2. Secondary Program Coordinators (James)
  3. Reading/Literacy (May/Kelly/Annie/Kelly P)
  4. Elementary/Middle Education (Yao)
  5. ECE (Carmen, Kristen, Lucy)
  6. ESL/BE (Melanie, Jenna, Julie)
  7. Business/Marketing Ed. (Karla, Denise)
  8. HELEAD (Courtney)
  9. 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**

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