

ECE Department Meeting

February 7, 2019

1:30 p.m., U-202B

Present: Kathie DiLascio, David Koehler, Elizabeth Perdomo, Kelly Roy, Laura Osgood, Barbara Trube, Susan Feld, Mary Harder, Jenna Thompson, Joyce Rollins

- I. Approval of 11/8/18 minutes: David Koehler moved to accept the minutes of the 11/8/18 ECE Department Meeting as distributed. Elizabeth Perdomo seconded the motion. The motion was carried and the minutes of the 11/8/18 ECE Department Meeting were approved as distributed and placed on Document Manager.
- II. Review of Student Data: Kelly Roy distributed a handout that shows the time students spent online in their Canvas courses for Fall 2018. Strategies were discussed: gather more data, refine data collection, explore parameters in Canvas.
- III. Summer and Fall 2019 Schedules: Kelly Roy distributed Summer and Fall schedules and asked that instructors note what they are interested in teaching and return to her as soon as possible. She will do her best to honor requests.
- IV. Textbook Change Requests: Kelly Roy asked for any textbook changes for Summer and Fall including new editions. Barbara Trube reported a new edition for CHD 1220. The College is in discussions to use OERs whenever appropriate.
- V. TLC Offerings: Kelly Roy reported on the various upcoming TLC offerings.
- VI. Alumni Reunion: Laura Osgood reported the event will be on Saturday, February 9, 2019. ECE Practicum students will be attending. She invited all faculty to attend.
- VII. Protocol for Field Placements: Kelly Roy reported the ECE Program is growing and there are some issues with students directly contacting the School Districts. Elizabeth Perdomo has a list of approved centers.
 - a. Hendry-Glades: students can continue to reach out directly to the Districts.
 - b. Lee and Charlotte: a protocol needs to be put into place.

- c. Collier: students need to contact Liz Perdomo for placement.
- VIII. Catalog: Kelly Roy distributed handout of ECE Catalog pages and asked all to look at the field placement hours.

The meeting was adjourned at 2:30 p.m.