

**RLL Program Meeting**  
**Thursday, October 26**  
**12:00 – 1:00 p.m.**

**Agenda**

1. Revised courses mid-semester check-in (ELE 6290, 6310, RLL 6120, 6121): – thoughts/observations from Lynne and Chris on course outcomes, assignments, readings, activities. What works? Need for revisions?
2. CAEP – updates/discussion (if needed)
3. Spring/Summer schedule
  - RLL 7600 – Do your students need a 3 credit elective? We offered 7600 for 3 credits last summer, but it was cancelled.
  - Will offer 7350 in summer and 6801/6802 spring
  - What other needs for spring/summer?
4. Compliance assist
5. Renaming/renumbering ELE literacy courses
  - ELE 6200 Children’s Literature
  - ELE 6290 Language Arts Methods
  - ELE 6310 Reading I
6. Need instructor for RLL 7200 winter 2018

## Agenda/Minutes – BBE/LED program meeting

<p><b>4/25/2018</b></p> <p><b>Room 298 @ 3:00</b></p>	<p><b>In Attendance:</b> Lori Lucas, Christina DeNicolo, Elver Peruzzo, Kimberly Jeszke, Monte Piliawsky</p> <p><b>Absent with Notice:</b> Lynn Steelman, Connie Zucker, Shadia Zamlut, Ramon Vasquez, Stephen Pobutsky, Theresa Faraj, Sandra Gonzales</p>
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### Agenda Items

No.	Topics for Discussion	Outcome (Brief Summary)
1	CAEP data collection	<p>Lori discussed the CAEP data collection process so that all adjunct instructors are aware of when data will need to be collected.</p> <p>There was a brief discussion around the case study assignment used in BBE 5000 as at the last meeting we discussed reviewing the case study. At this time there are no changes to the existing assignment. There was also a discussion regarding the LED 6520 requirement of clinical experience as well as the lesson plan outline.</p>
2	Discussion of new syllabus template F'18	Provided adjunct faculty with the new template that will be used starting in the fall 2018 semester. This is mandatory and not optional of all faculty.
3	COE Website Information	Reviewed which adjunct faculty do not have profiles and encouraged them to email Christina with their information so that she can send to Donna Carroll to place on our website.
4	Fall 2018 program meeting date	Meetings dates/times were discussed however we will wait until our Canvas training to set the date.

### Action Items

No.	Action Items/Ideas To Pursue and Person(s) Responsible	Due Date (if applicable)
1	Canvas training will be scheduled and Lori will notify all adjunct faculty of the date/time/location	
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