**Department of Curriculum and Instruction**

**Department Meeting Minutes**

**Friday, September 1, 2022**

**3:30-5, WH 2008**

**Present In-person:**Jenna Cushing-Leubner, Wade Tillett, Julie Minikel-Lacocque, Dwight Watson, Kristen Monday, Ozgul Kartal, May Vang, Yao Fu, Liesl Gapinski, Carmen Rivers, Kelly Pankratz, Edric Johnson, Courtney Luedke, Kristen Linzmeier Denise Roseland, Karla Saeger, James Hartwick, Kristen Monday, Carmen Rivers, Kelly Hatch, Andrew Hurie, Veronica Soria-Martinez, and Lucy Heimer

**Absent/Excused:** May Vang, Courtney Luedke, and Annie Stinson

**Minutes Recorder:** Stephanie Berto reviewed by Lucy Heimer

Lucinda Heimer, C&I Department Chair called the meeting to order at 3:41 PM.

1. **Personal Updates, Celebrations and Check- in.** 
   1. Department Member Updates (Slide Show)
      1. Welcome to Dr. Sória-Martínez and Dr. Hurie
      2. UW-Oshkosh ADVANCE Adaptation award

* A 3-year project called University of Wisconsin Oshkosh ADVANCE- Three Campuses, One Institution that aims to address known gender inequities in STEM departments at an integrated, restructured, multi-campus, comprehensive University.
  + 1. Southern Wisconsin Regional Collaborative (SWRC)
* 1 year project- A new member of the NSF INCLUDES Aspire Alliance, will form a new collaboration among nine UW System institutions to provide mentored programming for underrepresented minority (URM) graduate students and post-doctoral researchers (post-docs) in science, technology, engineering and math (STEM) fields at 4-year institutions (4YI). Programming will allow participants to explore faculty careers at 2-year institutions (2YI) and 4-year predominantly undergraduate institutions (4YPUI) while building inclusive teaching and mentoring skills.
  + 1. On sabbatical - Courtney (full year), May (full year), Karla (Spring 2023)
    2. Awards
       1. University Faculty/Staff Academic Advising Award - Yao Fu
       2. College- McClellan Endowed Teacher of Distinction Award-Kelly Hatch
       3. College - Outstanding Research Award - Lucy Heimer
       4. College Innovation Award-Jenna Cushing-Leubner
       5. Tenure - Jenna Cushing-Leubner & Kelly Hatch
  1. Sunshine fund update-Money will be collected for celebrations and family traditions and money can be brought to Stephanie in-person or put in the envelope in Stephanie’s mailbox
  2. Lucy thanked everyone for their hard work and shared that celebrating and supporting each other in our achievements and important work with students, curricular shift, research and service will be centered this year. There is a recognition of the pressures we feel and as a department we can support each other.

1. **Announcements**
2. C&I Office Updates

**i**. New Rhyme copy machine-C&I Office will be getting a new copy machine to be delivered this month and Stephanie will work closely with icit to set up for faculty/staff to use.

**ii.** Fall door schedules-Please send Stephanie your updated door schedule to post for students for office hours.

**iii**. Student workers-three students will be returning for the fall semester and their schedule will be posted on the C&I office door. Please remember to give at least 48 hours for larger projects/requests.

**iv.** Reminder to upload syllabi-Please upload your syllabi with this [link](https://www.uww.edu/acadaff/resources/syllabi_instructions) for instructions or you can also send to Stephanie.

1. COVID Updates <https://www.uww.edu/covid>
2. Search approved for Science-dept members can look for committee sign-up to help with search
3. Training Opp Restorative Justice-Lucy will send names of anyone interested to Lana
4. Listening sessions (Chancellor search, Budget)
5. Funding Opportunities IDEIAA [link](https://uws.instructure.com/courses/348904/files/50736128) from CANVAS announcement due 9/19

<https://uwwhitewater.co1.qualtrics.com/jfe/form/SV_0GoRyns8gN1mYce>

1. Organizational Chart [link](https://docs.google.com/document/d/1bcX-RC-8adpWRgtjXGU6nDYCU1p8XidBAMfl6I9sEpw/edit?usp=sharing)
2. PreST supervision needs/tight budget
3. Review fall forum insights/updates
4. HELEAD Announcements (emailed 09/08/22 after dept meeting)

* Marijuana Vandyck is the HELEAD coordinator while Courtney is on sabbatical
* Marijuana will be reaching out for faculty and departmental staff volunteers to schedule 7-15 minute zoom meetings with classes and orgs in the COEPS (and the other colleges) this academic year to provide students information about our HELEAD programs and degree/career options.

1. Other updates
2. **Action Items, Discussion & Activity**
   1. Approve minutes May 13th, 2022

Motion to approve minutes/second: Wade Tillett/Kristen Linzmeier

Abstain:0

Opposed: 0

Minutes approved from May 13th, 2022

* 1. Graduate faculty vote - Marisa Fear MSE ECEP

Motion to approve/second Marisa Fear for MSE ECEP: Liesl/Wade

Abstain:0

Opposed: 0

Motion moved forward/approved

* 1. Committee Sign Up (no updates today) [google](https://docs.google.com/document/d/1JyK9RMa564ODY-9vlaAsn6vvos8mF7Rk0qFYuaq5pBs/edit) doc
     1. CORE committee (voted in for 1 year pilot 2021-22)
        1. Create a Research Committee as a recognized department level committee and third alternative to P&P and Curriculum (though people could be on more than one if they choose). This committee shall be entitled CORE – Culture of Research in Education.

Discussion included the immediate need to support the curriculum process (additional committee work). While recognizing the CORE as important to the department, this year in particular, help is needed to address re-design changes through courseleaf, this is a heavy lift.

Motion to approve/second CORE to be recognized as a dept level

Committee for 2022-23: Wade/Liesl

Abstain:1

Opposed: 0

Motion moved forward/approved

* 1. P & T process and [committee updates](https://docs.google.com/document/d/15bx5jduwDAPwBNJGpdRtrUf_MN4Djz9r5lwJnuSUnYA/edit)
     1. Review meetings will occur on dates when the majority of tenured faculty can attend. Junior faculty will send emails one week before with the performance evaluation, CV and narrative.
  2. Structure and purpose of C&I monthly meetings
* As a Dept Chair Lucy strives to advocate for and facilitate staff and faculty needs. Department meetings will continue to provide time for personal updates/celebrations and committee updates. Going forward structured time will also be provided to focus on immediate topics (specific program updates, college initiatives, guests, etc). This will create a feedback loop monthly. Please share ideas in advance so the meeting can be organized accordingly.
  1. Following the kick-off meeting we enjoyed a pot luck meal and invitation to the bonfire.

1. **University Updates** (committees/faculty senate)
   * 1. Faculty Senate Updates - Ozgul
     2. GERC - *May*
     3. Others?
2. **COEPS Committees Reports**
   * 1. International Education Committee (?)
     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 (Denise,Yao)
     9. TELFE (Kristen, Yao, Karla)
     10. Salary *(May*, James)
3. **Department Committee Reports:** 
   1. Curriculum & Scheduling (Yao)
   2. Personnel & Policy (Liesl)
   3. MSEPS Council (Wade)
   4. Secondary Program Coordinators (Denise)
   5. Reading/Literacy (Dwight)
   6. Elementary/Middle Education (Yao)
   7. ECE (Carmen)
   8. ESL/BE (Jenna)
   9. Business/Marketing Ed. (*Karla*, Denise)
   10. HELEAD (*Courtney*, Marijuana)
   11. Search and Screen (Liesl)
   12. CORE (Wade)
       1. Writing group
       2. Scholar tips
       3. C&I Faculty Research Interest
       4. Presentations on research interests

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

**Future Meeting Dates, 11:00-1:00 PM on the second Friday of each month: October 14th, November 11th, December 9th, February 10th, March 10th, April 14th, May 12th**

**Marisa Fear**

**Associate Director of Research and Policy**

|  |  |
| --- | --- |
| **Phone: (312) 505-4023**  **mfear@strategiesforchildren.org** | **597 Oak Street**  **Winnetka, IL 60093** |

# **Education**

**Ed.M. Harvard Graduate School of Education 2018 - 2019**

***Cambridge, Massachusetts***

**Human Development and Education, Child Advocacy Strand**

**B.S. University of Michigan 2013 - 2017**

***Ann Arbor, Michigan***

**Biopsychology, Cognition and Neuroscience (BCN)**

**Spanish**

# **Professional Experience**

**Strategies for Children 2020 - Present**

***Associate Director of Research and Policy***

**· In partnership with Executive Director, develop and advance comprehensive legislative strategy for the organization**

**· Track initiatives, programs, and policies related to early education and care at the state and federal level**

**· Lead the implementation of new strategic initiatives including convening the field to develop a consolidated early childhood advocacy agenda this fall and supporting communities in developing cross-sector partnerships to improve early childhood systems at the local level**

**· Produce daily advocacy calls for the early childhood community and manage all related communications**

**· Co-manage Speakers’ Bureau and Advocacy Network to build advocacy capacity and power in the early education and care field**

**· Collaborate with state and national advocates to pursue program and policy changes that affect young children and families.**

***Project Manager***

***Intern***

**Crème de la Crème | Child Care & Early Learning Centers 2017 - 2020**

***Director of Curriculum and Instruction***

***Lead Teacher***

# **Instruction Experience**

**Strategies for Children August 2021 to August 2022**

**Co-Facilitate, Advocacy Network**

**The Advocacy Network is an engaging, year-long experience for emerging advocacy leaders. It created a new structure for connecting and supporting educator-advocates across all regions of Massachusetts, while building participants’ advocacy skills and first-hand experience. Together, we will bring a new influence to state and local policy that advances an equitable system of high-quality early education and care for children, families, and educators. The inaugural cohort of the Advocacy Network launched in 2021 with 9 advocates working in the early education and care field.**

* **Co-managed the Advocacy Network and supported the development of meeting agendas, materials, and resources related to initiative.**
* **Supported data tracking and grant reporting on advocacy outcomes.**
* **Supported advocates to develop individual advocacy projects during one-on-one meetings throughout the year.**
* **Manage technology training and support for advocates.**
* **Presented updates on advocacy and policy action items at monthly meetings.**

**Strategies for Children May 2021 to June 2021**

**Facilitator, Speakers’ Bureau**

**The Speakers' Bureau aimed to represent the demographics of the early childhood education field in Massachusetts, and fill a systemic gap in our state, of having well-prepared and trained voices from the field to speak up and speak out on behalf of the field. The inaugural cohort of the Speakers' Bureau launched in 2021 and was a 7–week advocacy experience for 15 early educators.**

**After completing the skill-building series, participants will be better prepared for any advocacy opportunities and public-speaking engagements they come across in their careers.**

* **Planned and developed materials, meeting agendas, and resources related to initiative.**
* **Facilitated the inaugural cohort of the Speakers’ Bureau, which included the following topics: personal mission statements, knowing your why, leadership in early childhood, professionalism, advocacy 101, equity in early childhood, preparing for panels, events, and other public speaking engagements, writing public testimony, and working with media.**
* **Assigned required reading and pre-session activities to participants.**
* **Developed the syllabus to meet professional development standards in Massachusetts; participants were awarded 10.5 hours for participation in EEC core competency area 8: professionalism and leadership.**
* **Recruited several guest speakers to present at the sessions.**

# **Publications**

## ***Articles and Reports***

[***“Child Care: A Big Investment Today for an Equitable Economy Tomorrow”***](https://www.bostonindicators.org/reports/report-website-pages/covid_indicators-x2/recovery-series/child_care)**, Boston Indicators ‘Seizing the Moment’ Series, April 2021**

**By Titus DosRemedios and Marisa Fear**

***"There Is No Excellence Without Equity: A Path Forward for Education in Massachusetts”*, Massachusetts Education Equity Partnership (MEEP), September 2022**

[***“Final Report”***](https://drive.google.com/file/d/1-SjLTTCJ6WTbCMHhgLuVV3WkmVh1DZas/view?usp=sharing)***,* Special Legislative Early Education and Care Economic Review Commission, March 2022**

**Presentations**

**Provider Panels, “Group and School Age – Child Care Stabilization Grants,” ARPA Child Care Stabilization Grant Series, October 6, 2021,** [**YouTube**](https://youtu.be/U7wqE_bDP6U)

**Provider Panels, “Family Child Care – Child Care Stabilization Grants,” ARPA Child Care Stabilization Grant Series, October 6, 2021,** [**YouTube**](https://youtu.be/oBXCB6gpprs)

**Workshop, “Commonwealth Cares for Children (C3) Grant Program and Application,” ARPA Child Care Stabilization Grant Series, August 24, 2021,** [**YouTube**](https://youtu.be/arLtve1Jy90)**.**

**Workshop, “Commonwealth Cares for Children (C3) Formula,” ARPA Child Care Stabilization Grant Series, July 22, 2021,** [**YouTube**](https://www.youtube.com/watch?v=73OW3tYT4ec)**.**

**Workshop, “Writing Testimony,” Advocacy 101, July 6, 2020,** [**YouTube**](https://youtu.be/JbydO6OdKus)**.**

# **Professional Affiliations**

**NAEYC Member, 2020 - Present**

**NAEYC is the premier membership association for early learning professionals.**

# **References**

**Amy O’Leary, Executive Director**

**Strategies for Children**

**Phone: (617) – 642 – 4419**

**Email: aoleary@strategiesforchildren.org**

**LéDe Allen, Executive Director**

**Crème de la Crème | Child Care & Early Learning Center**

**Phone: (630) – 402 – 8721**

**Email: lallen@cremedelacreme.com**