



NNMC COE Appeals Committee Meeting Minutes

Tuesday 05/15/15 @ 1:45 – 2:45

Attendance: Kristy Pruitt, Tamara Trujillo, and Sarah O'Brien

I. Introduction and Appeals Review

- Kristy gave a brief listing of the appeals by students that would be reviewed by the committee
 - Vanessa Torrez – Student Teaching placement and Andrea Guterrez – Student Teaching placement
 - Deandra Fresquez – course substitution(s)
 - Leah Martinez – course substitution(s)

II. Vanessa Torrez and Andrea Guterrez Appeal

Committee members were made aware of the request by Vanessa and Andrea to remain IA's while student teaching Spring 2016. Kristy gave everyone copies of the revised handbook as a resource for better informed decisions which included the following excerpt from the NNMC COE Handbook:

20.5. Student teacher candidates who are employed in a school district or have any other type of employment will be allowed to complete their practice teaching concurrently as long as their work responsibilities do not interfere with any of their student teaching activities and responsibilities. The COE requires that student teachers are completely involved in the classroom in a teaching role and that they put forth their best effort in their school work during this period. . Students may appeal this policy following the guidelines associated with the NNMC COE Field Placement Appeals Committee. *refer to the Appeals Committee Policy see for further details

- Students have written letters regarding their appeals.
- The committee determined that both Vanessa and Andrea would be complying with handbook guidelines if each maintained employment while student teaching.
- Suggestions were made to get future mentor teachers to sign assurance forms regarding guidelines around students working and performing duties. Another suggestion was made to add a "signature line" to the current Mentor Packets which details the gradual release model ensuring full control of the student teacher during the placement.
- A majority vote of "yes" approved Vanessa and Andrea's request (appeal) to student teaching while maintaining employment.

III. Deandra C. Fresquez Appeal

Committee members were made aware of the request by Deandra to substitute courses. Tamara provided more information.

- Request to Replace ENG116 with 112
- The course descriptions (from the catalog) were shared and discussed to make a sound decision.



- A second request was made to replace HST260 with HUMM 100
- The course descriptions (from the catalog) were shared and discussed to make a sound decision.
- A majority vote of “yes” approved Deandra’s appeal.

IV. Leah Martinez Appeal

Committee members were made aware of the request by Leah to substitute courses. Tamara provided more information regarding Deandra’s request.

- Request to Replace HUM200 (from UNM) with HUM100 (FYE)
- The course descriptions (from the catalog) were shared and discussed to make a sound decision.
- A majority vote of “yes” approved Leah’s appeal