Faculty members who participated in the Electronic Portfolio Creation Project held an ad hoc meeting to discuss continuing to imbed the electronic portfolio into COE course work. Attending: Ginny Richerson, Bill Koenecke, Jackie Hansen, Meredith Hutchens, Brenda Nix

Several course options were discussed. Faculty present suggested that electronic portfolios be imbedded into all courses with emphasis placed on the following:

1. EDU 103 and CTE200 and AED 380—Creation of portfolio file space, web and first artifact
2. EDP260—Catch up and next artifact; Faculty—Lee Kem, Robert Lewis, Carol Holcomb
3. 303--Catch up and next artifact
4. 383--Catch up and next artifact; Faculty: Marty, (420 and 383) Renee (420 and 383)
5. SED300-- Catch up and next artifact

Critical issues would involve secondary, transfer and 2+2 students. Recommendation was to train adjuncts and 2+2 coordinators. Suggested that First step for 2+2 students be 303. This will be forwarded to Dean and Department Chair for input.

Instructions with more details will be developed. Templates will be posted for all areas. IECE templates are not currently available and will be posted.

Faculty and student portfolio web site urls will be communicated.

Suggestion was made to add a scanner in teaching lab.

Additional input will be gathered in meeting with Student Teaching Coordinator and TES Director and at the faculty retreat.

It was also suggested that CSC199 be changed to an education course with a focus on portfolio development and instructional technology. Ginny Richerson stated that she would be willing to teach this.