

Departmental Meeting

January 17, 2012

In attendance: Anderson, K., Anderson, M. J., Baxter, Beattie, Browder, Brown, Campbell-Whatley, Correa, Cooke, Flynn, Jordan, Lamorey, Lara-Cinisomo, Lo, Matthews, Murphy, Rebich, O'Brien, Romanoff, Sherry, Shue, Smith, Spooner, Test, Wakeman, C. Wood, and W. Wood

1. **Call to Order:** Dr. Sherry called the meeting to order at 12:41.

a. **Approval of Minutes (11/15/11):** Prior to today's meeting, Dr. Sherry emailed the November 15th minutes to faculty members for their review. Dr. Cooke made a motion to approve the minutes; Dr. Correa seconded the motion. The minutes were approved as presented by common consent.

2. **Information Items**

a. **News of the Community – Steven Eddy:** Drs. Spooner and Wood (Wendy) have hired Steven as Coordinator of their new grant.

b. **University Faculty Council Update** (*Dr. Anderson [Kelly]*): Dr. Anderson reported that their last meeting was in November. The online course evaluation was passed; it was very close (25-26). There was a lot of discussion... and concern about how the documents would be used. Qualitative information was used a lot. Dr. Lorden was asked to create some clear guidelines about the use of course evaluations. One concern that was brought up at the Faculty Council Meeting was stated that in one college these evaluations may mean the difference between someone keeping their job and losing it. Dr. Sherry noted that the College of Education is the first college to volunteer to implement the electronic course evaluations this semester. There has been discussion in the Leadership Team about this issue as well. There will be some College of Education guidelines coming. We don't want to see a drop off in the number of responses. He noted that when he reviews electronic forms, he finds the information to be quite rich; the students have typed in a lot of information.

Dr. Anderson added that there is debate in Raleigh about state institutions and tuition increases. We don't want to price ourselves out of the market... Dr. Sherry noted that UNC Charlotte's tuition increase request of 6.5% is at the low end among UNC institutions. The *Charlotte Observer* reported that University President has responded that he would like to see no increase above 10%.

Dr. Anderson also mentioned the Graduate Research Fair: they need volunteers to be judges. There is a \$1,000 award for the winner. She has a flier that tells more about it.

c. **Placement of Candidates in Schools for Clinical Experiences** (*Dr. Rebich*): Dr. Rebich stated that last fall, they processed over 1,400 placements through OFE. She reminded the faculty that the orange forms for clinicals are due January 26th. They have extended the deadline a couple of days. They are not having an official second round of placements. She will try to expedite them as much as possible. Placements will be posted February 17th. For those who have specific requirements for their placements, they should let her know by email. Dr. Rebich then discussed the yellow form: they are trying to get these done electronically... but not yet. The faculty was told that they should collect them for their courses, put them together and send to OFE at the end of the semester.

d. **2012 Fall Schedule Planning** (*Drs. Sherry, Baxter, Matthews and Lamorey*): Dr. Baxter stated that Joyce would like the fall schedule before February 1st we can't just cut and paste; we need details (face-to-face, online, synchronous, asynchronous, etc.)

e. **Travel Reimbursements for 2011-12 (Encumber Your Allocations Now) and Department Budget Update** (*Dr. Sherry*): Dr. Sherry reminded everyone to allocate whatever travel you have now. We *may* still be subject to sending money back to Chapel Hill. Encumber your travel funds by March 1st.

f. **Child & Family Development Program Update** (*Dr. Lamorey and Ms. Deason*): The Child and Family Development Conference will be Thursday, March 22nd in the Cone Center (one-day conference). It will have broad appeal. Michael Gurian will be the morning keynote speaker and the afternoon keynote will be delivered by Dr. Vivian Correa. We will have three breakout sessions; there is more being offered and more opportunity for people to choose sessions to attend.

- g. **NCATE Standard #4 – Diversity: Faculty Input** (*Dr. Anderson[Kelly] – from the November 2011 Agenda*): The *COED Diversity Goals* were distributed. Disability is a part of NCATE definition of diversity. Dr. Anderson requested that anything that faculty members are doing to meet any of the goals, please jot them down and drop the forms in Dr. Anderson’s mailbox. Also make note of any new initiatives (what could we add?).
- h. **Registration Related Deadlines** (*Dr. Sherry*): A handout was distributed (*COED – Spring 2012 – Key Dates and Information Regarding Course Registration, Withdrawal, and Grading*). Dr. Anderson (Kelly) also noted that Candidacy forms are due January 19th.
- i. **Reappointment, Promotion and Tenure Document Review and Process** (*Dr. Sherry*): Dr. Sherry reported that on Friday at the College faculty meeting, Dr. Calhoun discussed where we are with the process. We are going to be receiving much more information from her electronically this week. He reviewed the dates she mentioned on Friday: January 27th – Jeanneine Jones and Bruce Taylor will meet with each of the RPT subcommittees; February 6th – 9:30-10:45 – Town Hall Meeting; February 8th – 3:30-4:45 – another Open Session will be scheduled; February 22nd – Faculty Council will review the draft and provide input; February 24th – February faculty meeting: first reading of the document; on March 15th at College Faculty Meeting there will be a vote for approval. There is ample opportunity to provide input. We can schedule a special meeting of all department faculty members if there are issues that people want to address.
- j. **Spring 2012 Enrollments** (*Dr. Sherry*): There are currently eight courses that are over the cap (some by as many as six students); the SPED 2100’s are filled to the brink. CHFD minors continue to increase in numbers and three additional classes were added and they are full. A few of the online courses are over the cap as well. Enrollments look pretty good across the board. The doctoral program is where it should be. Enrollments look healthy. Dr. Sherry thanked those faculty members whose classes have gone over the caps.
- k. **Revised Course Outlines** (*Dr. Baxter*): She has sent notices out to remind everyone. She needs to review her files to determine which ones have not been returned; she has about 1/3 of them. She thought we had until February 1st, but it will be sooner than that. She will be sending out a list of what courses are missing. Gifted is all complete.
- l. **East Carolina University’s College Star Program** (*Dr. Test*): Dr. Test distributed a handout (*College STAR Phase II*). As of the middle of December ECU is still looking for more school sites. If this is something people are interested in, they should contact Sarah Williams (her number is on the handout). This would be a subcontract with ECU. (This is for students with learning differences.... not intellectual disabilities.)
- m. **Student Dispositions (Added to the Agenda)** (*Dr. Sherry*): Dr. Sherry noted that the College Student Dispositions Committee (that Drs. Lo and Shue are members), distributed an initial list of dispositions at the College of Education Meeting on Friday. In our programs we have some students with “learning and behavioral differences,” he reported Students may progress through the program academically, but because of other behaviors (dispositions), it may be difficult for a principal to offer them a position or for them to do well in their internships or student teaching, etc. We should address these dispositions before students enter student teaching/graduate internships. He doesn’t want students to get into student teaching and have them fail. Much discussion ensued about students with learning and behavioral differences in our programs.
- n. **Undergraduate Research Conference, April 20, 2012** (*Dr. Lara-Cinisomo*): Dr. Lara-Cinisomo reported that they are not receiving a lot of applications. She also noted that there are three \$1,000 awards.

3. **Action Items:**

- 4. **Open Agenda:** Dr. Wood (Charlie) noted that Dr. Correa will be the keynote speaker on February 9th at the North Carolina CEC Conference in Winston-Salem
- 5. **Adjourn:** There being no further business; the meeting was adjourned at 1:48.