

Special Education and Child Development
Departmental Meeting
November 20, 2012

In attendance: Anderson, Baxter, Brown, Campbell-Whatley (arrived at 12:50), Correa, Flynn, Jordan, Lo, Matthews, Murphy, O'Brien, Romanoff, Sherry, Shue, Smith, Spooner, Test, F., Wakeman, C. Wood, and W. Wood

1. Call to Order (12:45).

- a. Approval of Minutes (10/23/12):** Prior to today's meeting, Dr. Sherry emailed the October 23rd minutes to faculty members for their review. Dr. Correa made a motion to approve the minutes; Dr. Romanoff seconded the motion. The minutes were approved as presented by common consent.

2. Information Items

- a. Class Scheduling Guidelines (Dr. Sherry):** Dr. Sherry said that the university has a space utilization problem; Monday through Thursday, from 9:30 to 3:30 are the peak times. There are issues with parking as well as with scheduling classes during those peak hours. There is a request from Academic Affairs that at least 20% of all classes in each unit be scheduled outside of the prime time. Dr. Sherry believes that our department is probably alright (since we have many evening classes). We do have some additional options though (such as returning to Monday-Wednesday-Friday classes; this was done routinely in the past [50 minutes per meeting time, three times per week]). Dr. Correa wondered why we can't utilize the uptown space. Dr. Sherry said that the uptown space is considered "off campus." We would have to have SACS approval in advance to offer our program off campus. For example, the CHFD 2+2 Program was approved to be offered at Stanly Community College; the M.Ed. in AIG was approved to be offered online. The approval process takes at least 6 months. Dr. Sherry asked the group to let him know if they were interested in offering their courses at an "off peak time." Dr. Baxter reminded the group that we have to make sure that the courses don't overlap.
- b. Professional Dispositions Plans: Initial Licensure Programs (Drs. Sherry, Lo, and Shue):** Each Program has established a committee to review and develop Professional Disposition Plans. Ms. Brown and Dr. Shue are working on the Disposition Plan for CHFD. AIG will be rolled into SPED committee. Each committee needs to identify entry, midpoint, and exit assessment points. For the Masters, we may want to use the disposition checklist as part of the application process. It would give us a good external review. Vicki Jaus needs the initial licensure program information by December 1st and the graduate programs by December 15th. The final short write-ups must be completed by February.
- c. College of Education Winter Holiday Social Progressive Lunch/Reading Day – 12/6/12 (Dr. O'Brien):** Faculty members were given schedule of the Winter Holiday events: It will take place on Thursday, December 6th, from 9:30-1:30. As usual, our department will be in charge of bringing side dishes (salads have also been added to the request). Plan on having our food set up between 11:00-11:30. Folks must come back to retrieve their items when the luncheon is over. A sign-up sheet was distributed so that everyone could jot down what they intended to bring to the luncheon.
- d. edTPA (Teacher Performance Assessment) Pilot (Drs. Wakeman and Sherry):** UNC Charlotte has agreed to be a part of a pilot to implement the edTPA. It should be able to provide us with some good information on the quality of our candidates. It is aligned with SACS and NCATE and can replace the use of the electronic evidences. Fall 2013 is the initial implementation of the pilot. We will pilot the edTPA on a smaller scale; some of our college's programs are too large for this pilot. So the SPED undergrad program has been volunteered to participate. Dr. Baxter will be going participating in training in January. Note: we will set aside the electronic evidences while piloting this program. The training will be on January 29th in Chapel Hill. (single rubric with 15 components) Dr. Romanoff also volunteered to attend the training. Dr. Wakeman noted that the edTPA would replace/supplement Evidences 2, 3, 5, and 6. Dr. Sherry believes we need to advocate for the General Education Program to enhance freshman/sophomore year experiences for developing writing skills.
- e. Brief Update: MAT Online: State Authorization Out-of-State Admissions (Dr. Sherry):** Dr. Sherry briefly discussed the federal guidelines regarding out-of-state admissions. The federal guidelines are now postponed until 2014. We can accept folks from out-of-state... but we have to do it carefully because of our requirement for three internship. (If folks are accepted from out-of-state, it should be from more nearby states so that we can manage it electronically). The Distance Education website has a list of states from which UNC Charlotte is authorized to accept students. However, we cannot provide effective supervision of internship if they are too far away.
- f. Child and Family Development Faculty Search (Dr. Correa):** Dr. Correa said that the committee review process began on November 15th. We currently have 32 applicants. It is a very diverse pool of applicants, not only in race, gender, etc., but by discipline as well. The search committee will meet next Thursday (November 29th) to begin

recommend a short list. Candidates will be on campus in January and February; Dr. Correa would like for everyone to be a part of the interview process.

- g. University Faculty Council (Dr. Smith):** Dr. Smith briefly highlighted some of the discussion items from the last meeting:
- Discussion about Quality Enhancement Project (QEP). They are piloting it here in the freshman year. (What kind of outcome measures are going to be associated with this?).
 - There is a new faculty ombuds. The Ombuds guiding principles include: independent; neutral and impartial; confidential; informal. Services are for faculty and administrators who hold faculty rank to seek to resolve issues before they become an official a grievance. Dr. Smith passed around a printout about this office for the faculty to review. For more information, they can visit the Faculty Ombuds Office website.
 - UNC Strategic Planning (5-year academic plan will be linked to the budget). The Chancellor is on the working committee, so he has an active voice. There is faculty concern that they will not have a voice; the Chancellor and a representative of the Faculty Assembly said that faculty members have an opportunity to respond to a survey about the strategic plan
 - The Governor and other legislators have been on campus recently.
 - There are still issues with grades being turned in late. Faculty members who are late three semesters in a row will be reported to the department chair to determine if there is a legitimate reason that grades aren't being turned in on time. Dr. Sherry added that it is the intent of Academic Affairs that his information be included in the annual review process.

Dr. Test has a couple of questions that he would like the Faculty Council to address. These questions were those he raised at Convocation in August. He has heard no response to:

1. What is the status of indirect F & A costs? How are they distributed?
2. Why are due dates for dissertations moved forward each semester?

- h. Holiday Gathering – Saturday, December 8 (Dr. Sherry):** This year's holiday party will be on Saturday, December 8th. Dr. Sherry sent all faculty members an Evite; they were reminded to RSVP. The party will again be a potluck; Cynthia is keeping a list of the food being brought. The faculty should let her know what they plan to bring.

3. Action Items:

- a.** Nominations for Expanded DRC for Promotion Reviews of Clinical Faculty Members: Senior Clinical Faculty members are eligible (terminal degree and reappointed at least once). Drs. Baxter, Romanoff, and Wakeman are eligible. Dr. Anderson made a motion to nominate Dr. Romanoff for the DRC; Dr. Spooner seconded the motion. Faculty members approved Dr. Romanoff's nomination by a unanimous voice vote.
- b.** Search for the Dean of the College of Education - Values and Criteria for the Search Committee: Faculty members were provided a copy of the position description as well as a list of the members of the Dean's search committee. We have been requested to review the draft announcement and recommend any values or criteria that we would like to see included. Four issues were identified: Dr. Correa: Development work for external sources of funds/fundraising; Dr. Test: Demonstrated support for faculty governance; Drs Campbell-Whatley and Correa: Demonstrated background for social justice and equality and work supporting diversity; and Dr. Shue: Maintenance of the College of Education's unique collegial environment.

- 4. Open Agenda:** Dr. Sherry closed the meeting by thanking Drs. Wood (Charlie), Flynn, and Test for the lunch that they provided. He wished everyone a Happy Thanksgiving holiday.

- 5. Adjourn:** There being no further business; the meeting was adjourned at 1:52.

(Next departmental meeting: not until 2013!)