

**Minutes**  
**College of Education Faculty/Staff Meeting**  
**Friday, October 15, 2010**  
**9:30 am-10:50 pm**  
**Goudes Lecture Hall**

**Attendees:** Kelly Anderson, Valerie Balog, Lonnie Bateman, Janet Baxter, Susan Becknell, Diane Browder, Jamie Brown, Mary Lynne Calhoun, Gloria Campbell-Whatley, Marvin Chapman, Nancy Cooke, Rosslyn Crandell, Diana Dagenhart, Mark D'Amico, Liv Dávila, Warren DiBiase, Meredith DiPietro, Tarra Ellis, Joyce Frazier, Susan Furr, Kathie Goldman, Amy Good, John Gretes, Dawson Hancock, Stephen Hancock, Adam Harbaugh, Laura Hart, Richard Hartshorne, Jennifer Hathaway, Tina Heafner, Janice Hinson, Cynthia Hopper, Charles Hughes, Charles Hutchison, Harold Jaus, Vicki Jaus, Melanie Johnson, Jeanneine Jones, Scott Kissau, Brian Kissel, Lan Quach Kolano, Susan Lamorey, Sandraluz Lara-Cinisomo, Delores Lee, Jae Lim, Ya-yu Lo, Chrislyn Luce, James Lyons, Michael Matthews, Melinda McCabe, Adriana Medina, Lisa Merriweather, Maryann Mraz, Christopher O'Brien, Teresa Petty, Monique Pollock, Andrew Polly, Susan Rebich, Tracy Rock, Spencer Salas, Dan Saurino, Lee Sherry, Rebecca Shore, Pamela Shue, JaneDiane Smith, Fred Spooner, Melba Spooner, Bruce Taylor, Jean Vintinner, Shawnee Wakeman, Jim Watson, Richard White, Greg Wiggan, Patricia Wilkins, Charles Wood, Wendy Wood.

1. Call to Order – Dr. Calhoun called the meeting to order
  - a. Approval of Minutes 9- 17-10. Dr. Maryann Mraz made the motion that the minutes be approved. Dr. Janice Hinson seconded the motion. Minutes were approved by common consent.
  - b. Reminder: sign roster at the back of the Lecture Hall
2. Introduction to our new Assessment Data Collection Tool *TaskStream*: *Dane Hughes*

Dane Hughes provided a brief introduction presentation to our new data assessment collection tool, TaskStream. He stated that 10 of 16 campuses are using this tool which is easier to use. Training will be provided including training videos and telephone support. The PowerPoint presentation is attached.
3. Work session: Revising the College of Education *Criteria and Procedures Used at Department and College Levels to Conduct Reappointment, Promotion, and Tenure Reviews*
  - Brief overview of NCATE standards and Accreditation/ Continuous Improvement Committee –*Mary Lynne Calhoun*

Dean Calhoun provided a brief overview of NCATE Standards. She spoke about the need to update our 5<sup>th</sup> edition of the document to its next version. We will establish promotion guidelines for non-tenure track faculty and we will increase clarity around the expectations of review, as stated in our Strategic Plan.
  - Framing the questions for revising the RPT document – *Bruce Taylor and Jeanneine Jones*, Co-Chairs, Standard 5 Committee

Bruce and Jeanneine will take the input from today's breakout sessions as a starting point, share drafts of proposed sections of the document, hold further discussions, and bring the revised document for a vote by the faculty. Electronic discussions will be part of the process.
  - Timeline for this work – *Bruce Taylor, Jeanneine Jones*

A draft of the document will be compiled and brought before faculty for a vote in the March or April meeting.

- Breakout sessions
  - First and second year assistant professors met in COED 061 with the Facilitator, Melba Spooner
  - Reappointed assistant professors met in COED 062 with the Facilitator, Richard White
  - Associate Professors met in COED 065 with the Facilitator, Bruce Taylor
  - Full professors met in COED 010 with the Facilitator, Mary Lynne Calhoun
  - Lecturers/ Clinical Assistant Professors/ Research Assistant Professors/ Research Associates met in COED 036 with the Facilitator, Vicki Jaus
- Gather back in 010 to discuss big themes from discussions and next steps
 

Some key points from the breakout sessions:

  - Connect more with your department faculty and the research they are doing, clarify expectations from the RPT document.
  - What work will faculty be evaluated on. Impact is complex, there are multiple ways to demonstrate impact.
  - Job description varies by department for non-tenure-track faculty; there is great enthusiasm for developing paths to promotion for this group of colleagues
  - Clarity around expectations for each of the three review levels: reappointment; promotion/tenure; promotion to Full is very desirable.
  - Clarity about the meaning of “distinction” for promotion to full professor is desired, along with what kinds of evidence will support those promotion cases.
  - Dean Calhoun reminded faculty to review the opening section of the Standards, called “Broad Expectations,” with the reminder of the importance of this element in faculty reviews.

Jeanneine will put your ideas together and bring the information back to faculty. The current RPT document can be found electronically in the College of Education Faculty Handbook, located under the Faculty Governance and Resources tab on the College website or in the paper copy of the Handbook, [http://education.uncc.edu/coe/rpt\\_procedure.htm](http://education.uncc.edu/coe/rpt_procedure.htm)

#### 4. Announcements

- North Carolina Teaching Fellows Commission Site Visit, October 19-20 – *Melba Spooner*  
 Ericka Lugo discussed the site visit that will take place on October 19<sup>th</sup> and 20<sup>th</sup>. If the team has contacted you for an interview, see Ericka to prepare for questions. Teaching Fellows are selling t-shirts as a fundraiser. See Ericka to place your order.
- You did it! Congratulations on completing 35 reports on Student Learning Outcomes for SACS accreditation!  
 Dean Calhoun thanked faculty for a job well done on the completion of the SACS reports.
- December meeting plans: Progressive Lunch, Reading Day, Thursday, December 9
  - Reminder: no class meetings, presentations, exams on Reading Day
 Dean Calhoun reminded everyone that classes are forbidden on December 9<sup>th</sup>, Reading Day. Departments will have signup sheets posted for food that their department is responsible for. Homemade goodies are preferable, if possible. If interested in providing music, see Rebecca Shore.
- Faculty input invited: Cato Teaching Discovery Mural  
 Discussion of the Cato Teaching Discovery Mural will take place at next month’s meeting.

- Budget and personnel update

The Dean stated that one-time money was given to us to pay for our data assessment tool and to partially support Freedom School for 2011. We have also been given two permanent positions. The first being a new position to support research. This person will report to Bonnie Morton. The college's business office will move in December into room 150, which was the old Southwest Education Alliance space. The search will begin soon for this new post-award grants manager. We have also received a new faculty position, a senior faculty in Elementary Education which is similar to the position previously held by Jeff Passe. Searches will begin to replace three faculty that will be retiring at the end of this academic year. We will start recruiting for the positions of Richard White, Maria Yon and Louise Baucom.

5. Adjournment

Meeting was adjourned at 11:05 a.m.

**Next College Meeting: Friday, November 12, 2010: Creating the new Conceptual Framework**