

**Minutes**  
**College of Education Faculty/Staff Meeting**  
**Friday, August 20, 2010**  
**9:30 a.m. – 10:50 a.m.**  
**Goudes Lecture Hall**

**Attendees:** Lyndon Abrams, Lynn Ahlgrim-Delzell, Kelly Anderson, Robert Audette, Leigh Ausband, Joshua Avery, Lonnie Bateman, Louise Baucom, Janet Baxter, John Beattie, Susan Becknell, James Bird, Linda Breen, Joyce Brigman, Diane Browder, Jamie Brown, Mary Lynne Calhoun, Peggy Ceballos, Marvin Chapman, Ed Conway, Nancy Cooke, Rosslyn Crandell, Micki Crowder, John Culbreth, Diana Dagenhart, Annie Dagon, Mark D'Amico, Liv Dávila, Deanna Deason, Warren DiBiase, Myra Dietz, Sandra Dika, Meredith DiPietro, Lisa Driscoll, Tarra Ellis, Paul Fitchett, Joyce Frazier, Sherell Fuller, Susan Furr, Crystal Glover, Kathie Goldman, Amy Good, Michael Green, John Gretes, Adam Harbaugh, Hank Harris, Laura Hart, Richard Hartshorne, Jennifer Hathaway, Misty Hathcock, Tina Heafner, Janice Hinson, Catherine Holman, Charles Hughes, Charles Hutchison, Harold Jaus, Vicki Jaus, Bree Jimenez, Sarah Jordan, Do-Hong Kim, Scott Kissau, Lan Quach Kolano, Richard Lambert, Susan Lamorey, Jae Lim, Ya-yu Lo, Erica Lugo, Chrislyn Luce, James Lyons, Victor Mack, Amanda Macon, Michael Matthews, Melinda McCabe, Adriana Medina, Lisa Morrison, Bonnie Morton, Maryann Mraz, Sam Nixon, Christopher O'Brien, Terri Pennell, Teresa Petty, Jack Piel, Paola Pilonieta, Michelle Polidura, Monique Pollock, Andrew Polly, Kate Popejoy, Clarrice Rapisarda, Susan Rebich, Bob Rickelman, Brenda Romanoff, Spencer Salas, Dan Saurino, Lee Sherry, Pamela Shue, JaneDiane Smith, Fred Spooner, Melba Spooner, Tehia Starker, Emily Stephenson-Green, Bruce Taylor, David Test, Laura Veach, Jean Vintinner, Shawnee Wakeman, Chuang Wang, Jim Watson, Richard White, Ed Wierzalis, Greg Wiggan, Karen Wood.

1. Call to Order – Dr Calhoun called the meeting to order
  - a. Approval of Minutes 4-9-10. Dr. Clarrice Rapisarda made the motion that the minutes be approved. Minutes were approved by common consent.
  - b. Circulation of the roster. (sign in at entrance to lecture hall)
  
2. News of the Community
  - ✓ Dr. Lyndon Abrams received the Bonnie E. Cone Early-Career Professorship in Teaching.
  - ✓ Dr. Hal Jaus was honored for 25 years of service to the university.
  - ✓ The Department of Educational Leadership received the 2010 Provost's Award for Excellence in Teaching.
  - ✓ Dr. Cory Lock received the 2010 Faculty International Award
  - ✓ The Center for Mathematics, Science and Technology Education had a name change to the Center for STEM Education (Science, Technology, Engineering & Mathematics)
  - ✓ The following were promoted to Associate Professor with conferral of permanent tenure: Dr. Stephen Hancock, Dr. Richard Hartshorne, Dr. Pam Lassiter, Dr. Ya-yu Lo, Dr. Lan Quach Kolano, Dr. Bruce Taylor, Dr. Chuang Wang.
  - ✓ The following were reappointed to Assistant Professor: Dr. Adriana Medina, Dr. Teresa Petty, Dr. Paola Pilonieta, Dr. Kate Popejoy, Dr. Spencer Salas.
  - ✓ The following colleagues have left the university: Dr. Sarah Ramsey, Dr. Barbara Blackburn Hale, Dr. Ann McColl, Dr. Joann Springs, Dr. Bonnie Kielty
  - ✓ Thank you to Dr. Susan Furr for her 6 years of service as Chair in the Department of Counseling and welcome to Dr. Hank Harris in his new role as the Chair.
  
3. "We've got a recognition. . ." Children's Defense Fund Freedom School at UNC Charlotte  
Dr. Sherell Fuller thanked Dean Calhoun for all of her help with Freedom School and presented her with a t-shirt. She also thanked all of the presenters and faculty/staff that helped with the program. Please visit the website for more information <http://education.uncc.edu/freedomschool/>. A video was shown with highlights from the program.

4. Welcome to our new colleagues. The following were introduced:

**Southwest Education Alliance** - Introduced by Mary Lynne Calhoun

Dr. Ric Vandett, Director

Ed.D., Columbia University, New York City

**Educational Leadership** - Introduced by Claudia Flowers

Dr. Sandra Dika, Assistant Professor, Educational Research

Ph.D., Virginia Polytechnic Institute and State University

**Middle, Secondary, and K12 Education** - Introduced by Warren DiBiase

Dr. Diana Dagenhart, Clinical Assistant Professor, MDSK

Ed.D., UNC Chapel Hill

Dr. Liv Thorstensson Dávila, Assistant Professor, Teaching English as a Second Language

Ph.D., UNC Chapel Hill

Dr. Dan Saurino, Assistant Professor, Middle Grades Education

Ed.D., University of Georgia

**Special Education and Child Development** - Introduced by Lee Sherry

Ms. Jamie Brown, Lecturer, Child and Family Development

M.Ed., the Pennsylvania State University

Ms. Christy Hicks, Research Associate, Project RAISE

M.A.T., Western Carolina University

**Teacher Education Advising and Licensure**

Ms. Jessica Braketa, Advisor - Introduced by Sam Nixon

M.A., School Counseling

Ms. Monique Pollock, Director, Arts Education - Introduced by Melba Spooner

M.A., Liberal Studies

5. Induction into the College of Education - Mary Lynne Calhoun/Melba Spooner/Lyndon Abrams

Pinning ceremony for new colleagues, with assistance from faculty mentors and chairs

6. Announcements

- Back to School Celebration – September 9 - Misty Hathcock/ Mary Lynne Calhoun  
Dr. Misty Hathcock invited faculty to attend this year's Back to School Celebration and BBQ. Please RSVP to Ericka Lugo. This celebration will be the soft kickoff for the College of Education's 40<sup>th</sup> Anniversary Campaign to honor teachers.
- Good news about research in Charlotte-Mecklenburg Schools - Mary Lynne Calhoun  
Thanks to Dr. Dawson Hancock and Dr. Bob Algozzine in the College of Education and Dr. Steve Mosier and Ms. Dixie Airey in the Office of Research Services, the College of Education has established a research partnership with Charlotte-Mecklenburg Schools to process and deliver CMS proposals. In return, the \$100 application fee will be waived for our students and faculty. Please stay tuned for more logistical details from Dixie Airey.

- Important academic dates and deadlines - Melba Spooner  
Dr. Melba Spooner reviewed key dates and information regarding course registration, withdrawal, grading and graduation deadlines. Share this information with your students. Please check your student rolls for accuracy. (Handout attached)
- Teaching Fellows Evaluation Surveys - Misty Hathcock  
The Teaching Fellows Commission will make a site visit to campus in September to evaluate the Teaching Fellows program. Faculty will be asked to complete a survey based on your knowledge of the program. Information regarding the program will be sent out electronically next week for your review. You may be contacted by the state office to participate. Let Misty know if you have any questions.
- Office of Field Experiences Door Prize - Joyce Frazier  
Dr. Joyce Frazier presented a raffle prize to Micki Crowder for the closest guess of the number of miles traveled by their supervisors in Spring 2010: 72,000 miles! Micki received a gas card as her prize.
- Save the Dates
  - ✓ September 15, Levine Museum of the New South, Community Conversation sponsored by College of Education: *Changing the numbers/ changing lives: The community commitment to drop out prevention*
  - ✓ October 1, Bank of America Celebration of Excellence in Teaching

7. College of Education, 2010-2011      *"Looking Forward"*      *Mary Lynne Calhoun*

The year ahead will kick off the celebration of the College of Education's 40<sup>th</sup> Anniversary.

Our budget situation continues to be difficult. While we do not anticipate to experience the massive permanent budget cut we did in 2009 (because the Chancellor has been holding enrollment increase money centrally to handle the university's required cut this year and because there has been a tuition increase that partially offsets the budget cut), our budget is as tight as it was last year and we cannot anticipate new funds. In spite of these difficult economic times, the faculty and staff of the College have accomplished extraordinary things.

Last year we completed the strategic plan for the college and departments, revisioning of initial and advanced licensure programs, and the design of electronic portfolios and rubrics. The MSA program gained approval by the State Board of Education and we have launched the new Dual Licensure program in special education and elementary education. We are writing and publishing more. Congratulations to all.

We have new partnerships with Teach for America, Model Teacher of Education Consortium, and Stanly Community College. *US News and World Reports* lists us as "one of America's best graduate schools of education."

We have much to do this year. We will revise our Conceptual Framework, start work with a new Assessment system, revise the standards of the Reappointment, Promotion and Tenure document, and launch the campaign to raise funds for the college. We will begin an internal search for the permanent chair of MDSK and a handful of positions that we lost due to resignations and retirements (educational leadership; urban education; elementary education/science education), and search for the Carol Grotnes Belk Distinguished Professorship in Urban Education.

7. Other business?

Dr. Richard Hartshorne reminded everyone that Blackboard will go away after this semester. Contact ITS or Ed Conway for help.

8. Adjournment

The meeting was adjourned at 11:15 A.M.

**Next College Meeting:**

**Friday, September 17, 2010**

**9:30 a.m. – 10:50 a.m.**

**Goudes Lecture Hall**

College of Education  
Fall 2010

**Key Dates and Information Regarding Course Registration, Withdrawal, and Grading**

Key Dates	Course registration issues	Strategy/Solution
8/23	Classes begin; some students may believe that they are registered for your course, but due to the new cancellation policy and the need to pay “full” tuition their registration may have been cancelled.	Check your class rosters via <b>ReportExpress</b> under faculty/staff (Tools and Resources). At the first class meeting, identify and notify students who come to class but are not on your roster. Check your roster in class for the first two weeks (each class meeting) to make sure it is accurate with the students who are [and are not] attending. Please notify those who are not attending to determine their status.
**8/18 (1 <sup>st</sup> ) and 9/01 (2 <sup>nd</sup> )	<b>Tuition Payment and Cancellation Policy for non-payment.</b> A new policy took effect this fall (see handout). Classes will be <b>cancelled</b> for any student who has not made full payment by 11:59 p.m. on each of the respective due dates indicated to the left.	Inform students every way you can! Compare class roster to names of students in attendance. If students are not on your roster, or disappear from your class roster but are still attending, they must seek departmental help <i>immediately</i> . Deadline dates are very real and students should see their advisors. The reality is that academic units do not have authority over the tuition appeal processes but advisors can help direct students to the appropriate office to assist them with their concerns and/or appeals.
9/1	<b>Last day to register, add, or drop</b> a course via the web. Last day to change Grade Type to (P/NC or Audit)	Again – inform students every way you can! Check your roster again compared to names of students in actual attendance. <b>Students must register</b>
9/3	<b>Census date for Fall enrollment.</b> Last day to add a course with an academic petition (formerly special request). <b>Really!</b> 99.99% of the academic petitions to register after this date will be denied.	<b>by this date.</b> <i>Do not permit continued attendance if students are not registered. It seems unkind, but causes more problems for them later.</i>

Key Dates	Course withdrawal issues	Strategy/Solution
9/1	<b>Last day to drop a course on the web.</b> Particularly important for people who have not come to class and assume they will be dropped if they do not pay and do not attend --- clean-up problems are huge!	If someone is registered and never shows up (or stops attending), please ask the department secretary or office manager to contact them.
11/1	<b>Last day to withdraw (drop) from a course</b> with a W and retain other courses.	Please put this date on your syllabus. Please give students sufficient feedback about their grades by this time so they can make a well-informed decision to stay or withdraw if they are basing their withdrawal on performance.

Key dates	Grading issues	Strategy/Solution
10/4 to 10/15 (by noon)	Web access open for <b>unsatisfactory grade reports.</b>	Please use this warning system. It makes a difference! (Undergraduates earning a “D” or “F” and Graduate students earning a “C” or “U”).
11/30 – 12/20@ 12:00 PM	<b>Web grading access available.</b>	Submit grades via the Faculty web; be sure to go to subsequent screens. Late grades threaten jobs, graduation, etc. and create extra work for you and for the Registrar. Technically, the policy is that grades should be submitted 48 hours following the scheduled final exam date.
12/21	Last day to submit grade of <b>Incomplete</b>	**Grade of Incomplete requires special circumstances and an agreement form completed, signed, and filed in the departmental office; consult your course mentor for guidance.

\*\*Additional handouts – (1) fall 2010 Payment & Cancellation Policy and (2) Record concerning a grade of Incomplete