



Minutes

College of Education Faculty/Staff Meeting

Friday, March 17, 2017

9:00 – Special Meeting

9:30 a.m. – 11:00 a.m.

Goudes Lecture Hall ~ COED 010

Attendees: Lynn Ahlgrim-Delzell, Bill Anderson, Kelly Anderson, Mary Jo Anderson, Joshua Avery, Valerie Balog, Lonnie Bateman, Ashley Bayer, Kristen Beach, Joyce Brigman, Jamie Brown, Bettie Ray Butler, Gloria Campbell-Whatley, Marvin Chapman, Belva Collins, Ed Conway, Rosslyn Crandell, Hilary Dack, Mark D'Amico, Debra Diegmann, Dee Ellington, Paul Fitchett, Joyce Frazier, Tehia Glass, Kathie Goldman, Amy Good, Michael Green, Hank Harris, Laura Hart, Brandi Hinson, Charles Hughes, Charles Hutchison, Regina Johnson, LuAnn Jordan, Scott Kissau, Brian Kissel, Joan Lachance, Kate Lamberson, Richard Lambert, Chance Lewis, Jae Hoon Lim, Chrislyn Luce, Victor Mack, Florence Martin, Michael Matthews, Ellen McIntyre, Clare Merlin, Lisa Merriweather, Erin Miller, Erica Moody, Bethany Myers, Christopher O'Brien, Barbara Parrish, Teresa Petty, Zoi Philippakos, Drew Polly, Mike Putman, Tesh Ramey, Susan Rebich, Luke Reinke, Bob Rickelman, Spencer Salas, JaneDiane Smith, Yvonne Spence, Fred Spooner, Michelle Stephan, Katie Swart, Shawnee Wakeman, Chuang Wang, Charles Wood, Karen Wood.

9:00: Special Meeting for Revised Faculty Workload Guidelines – Paul Fitchett

1. Call to Order

- ❖ Approval of Minutes, 1-20-17: Dr. Drew Polly made the motion to approve the minutes. Dr. Brian Kissel seconded the motion. Minutes were approved by common consent.

2. Announcements

- Bob Algozzine – 2017 recipient of the First Citizen's Award
- Kristie Opiola – Best Practices Researcher Award, American Counseling Association
- Susan Harden – 2017 recipient of Leadership Charlotte's "Unsung Hero" award
- Belva Collins – Eagle Award from the American Council on Rural Special Education (ACRES)
- Just announced - Provost Joan Lorden is the recipient of the 2016 Charlotte Woman of the Year Award. Bonnie Cone and Judy Rose were past award recipients.
- Read Charlotte Update today following this meeting with Munro Richardson, 11:00 a.m. COED 010. He will present on the last two years of work. Please consider helping. There are 58 schools in need of help.



- MDSK will hold a poster session of faculty and student work today in the atrium, 1:30-2:30.
- Admitted Students Day, March 24 – Bethany Myers stated that if you had attended last year, please try to attend again or recommend another person to attend in your place. Students really like to see the faculty there. Ellen reminded everyone that Admitted Students Day helps the students decide to attend UNC Charlotte.
- Ellen thanked everyone who had attended the Advising Institute on the new advising process.
- Teacher to Teacher Conference, Apr 3, Center City
- Cato Mural Honorees, Apr 21 at 11 a.m. There will be six honorees this year including Melba Spooner.
- First Faculty Meeting for 2017-18 – August 25th, Mark your calendars

3. Introductions

- Joyce Frazier introduced Ashley Bayer, OFE Lecturer
- Scott Kissau introduced Jessica Berrios, MDSK Admin Assist
- Victor Mack introduced Yvonne Spence, OEO Admin Assist

4. Faculty Presentations

- Diversity Syllabus Audit and By-Laws Vote ~ Lisa Merriweather and Gloria Campbell-Whatley. The Diversity Committee, which is a new committee, has put together committee by-laws using information from other committees. The by-laws were sent out by email and an electronic ballot will be sent out next week. Michael Green asked questions about the quorum make-up, the agreement of the statement of diversity and the membership terms. Bob Rickelman asked how they determined commitment. Lisa will bring these concerns back to the committee. Ellen asked if there was a no vote, would they revise and re-vote, Lisa stated that they would.
Gloria presented on the results of the Syllabi analysis. They used Debra Walker's four levels to examine syllabi. Two graduate assistants helped to extract the data from the syllabi. According to the data, we can do a better job incorporating diversity into the syllabi. Some departments were better than others were. The Diversity Committee can assist in this. Chuang stated that some courses like statistics does not involve diversity. Lisa said that all courses should have it.
- Green Screen Videos for your Online Classes
Rich Lambert showed an example of a green screen video for online classes. Slides can be inserted into the video. Classroom Support can assist.
- Online Peer Observation Instrument
Florence Martin was asked by Teresa Petty to update this instrument along with other faculty members. They looked at and updated the rubrics. They presented it to Faculty Council and the departments for feedback. Implementation will start this summer. See attached presentation for more information.
- Teaching Faculty Fellows Project
Florence Martin is one of three Faculty Fellows. She works with faculty on teaching initiatives. Her goals are 1) needs assessment, 2) build an online learning

community, 3) teaching online workshops, which she has done 11 workshops so far, 4) serve as a peer reviewer and 5) 1:1 consultations. She recommends that you apply for this teaching faculty fellowship. Application is due April 1.

➤ **Conceptual Framework Overview**

Drew Polly & Shawnee Wakeman presented on the revised version of the conceptual framework that the committee has been working on. The one-page version was emailed out to the college along with the meeting agenda. It will go to Faculty Council next Wednesday for feedback and then emailed out to the college for additional feedback. Vote will take place at April's Faculty Meeting.

5. Nominations for University Committees ~ Drew Polly, Chair of Faculty Council, took the following nominations for these committees:

- ❖ Faculty Academic Policy and Standards Committee
Adriana Medina (who later declined) and Adam Myers
- ❖ Faculty Employment Status Committee
Susan Furr and Charlie Wood
- ❖ Faculty Information and Technology Services Advisory Committee
Erik Byker and Florence Martin
- ❖ Faculty Research Grants Committee
Erin Miller and Do-Hong Kim
- ❖ Graduate Council
Katie Swart (who later declined) and Paul Fitchett
- ❖ Honors Council
Erik Byker
- ❖ Nominations, Honors, and Awards Committee
Jack Culbreth and Katie Swart
- ❖ Faculty Legacy Scholarship Committee (one year term due to Michael Green retiring)
Drew Polly

(Other nominations for these committees were taken after the meeting)

6. Committee Reports

- Diversity Committee ~ Lisa Merriweather
Will present next month since time was limited.
- Faculty Council ~ Drew Polly noted that the Council focused on mentorship and organized events such as an email sent out by Sandra Dika about a brown bag lunch and writing retreat.
- UG Curriculum Committee ~ Drew Polly reported that the committee had two short form proposals from Child and Family Development.
- College Review Committee ~ Chance Lewis stated that the CRC reviewed 13 dossiers, workload appeals and will handle reviews for the Dean and Associate Deans.

7. Other business

- Victor informed everyone that today is the last day to make a nomination for the COED Awards.

Meeting adjourned: 10:55 a.m.

Next College Meeting: Friday, April 21, 2017