

Minutes

College of Education Faculty/Staff Meeting
Friday, October 27, 2017
9:30a.m. – 11:00 a.m. Goudes Lecture Hall ~ COED 010

Attendees: Lyndon Abrams, Lynn Ahlgrim-Delzell, Daniel Alston, Kelly Anderson, Mary Jo Anderson, Joshua Avery, Ashley Bayer, Ian Binns, Gloria Campbell-Whatley, Anne Cash, Belva Collins, Rosslyn Crandell, Karen Cross, Hilary Dack, Kristin Davin, Warren DiBiase, Debra Diegmann, Sandra Dika, Mitch Eisner, Tom Fisher, Erin FitzPatrick, Claudia Flowers, Sejal Foxx, Joyce Frazier, Cindy Gilson, Kathie Goldman, Dawson Hancock, Hank Harris, Laura Hart, Barbara Howard, Cathy Howell, Charles Hughes, Scott Kissau, Lan Kolano, Pamela Lassiter, Jae Hoon Lim, Victor Mack, Rex Mangiaracina, Florence Martin, Michael Matthews, Ellen McIntyre, Pam McIntyre, Adriana Medina, Clare Merlin, Lisa Merriweather, Erin Miller, Debra Morris, Christopher O'Brien, Kristie Opiola, Beth Oyarzun, Teresa Petty, Paola Pilonieta, Drew Polly, Phyllis Post, Mike Putman, Tesh Ramey, Bob Rickelman, Ayesha Sadaf, Spencer Salas, Rebecca Shore, Brad Smith, Donna Smith, JaneDiane Smith, Chuang Wang, Jim Watson, Carl Westine, Colleen Whittingham, Ed Wierzalis, Greg Wiggan, Madelyn Williams-Colonnese, Charles Wood.

1. Call to Order

- ❖ Approval of Minutes, 8-25-17. Dr. Ian Binns made the motion to approve the minutes. Dr. Daniel Alston seconded the motion. Minutes were approved by common consent.

2. Introductions

- ❖ 2017 Principal Fellows ~ Debra Morris introduced this year's principal fellows and added that if you need their help with anything to please let her know.
Steven Cotton, Joshua Day, Christin Downs, Christopher Lacy, Sherry Lee, Mauricio Restrepo and Micah Thompson
- ❖ UCEA Excellence in Leadership Award Presentation to David Switzer ~ Rebecca Shore
- ❖ Ms. Anne Bracken ~ Hank Harris introduced his new office manager who was attending a training and was unable to attend today's meeting.
- ❖ Ms. Brandi Lewis ~ Laura Hart introduced her new program assistant.

3. Announcements

❖ Awards

- Diane Browder has won these two national awards, Research Award from the Council for Exceptional Children and the Burton Blatt Humanitarian Award from the Division of Autism and Developmental Disabilities.
- Florence Martin and the IST program has received the National Quality Matters Certification in program design. We are one of the first institutions in the nation to have a program certified. This is a very big deal.

❖ Future Meetings

Ellen announced that the topic for the November Faculty Meeting will be on Graduate Programs. January's focus is on diversity and what we prepare professionals to do.

February is an all-college meeting with a guest speaker. March will focus on updates to the teacher preparation redesign creative thinking around our graduate programs and outcomes from diversity conversations. April will be an all-college meeting. Ellen hopes that everyone is enjoying the new meeting schedule.

Ellen stated that the E3 meetings have been fantastic and well attended as well as Pam Lassiter's meeting on Issues of LGBTQ, What we can do. Ellen would like to see more in attendance at these diversity meetings.

- ❖ **Ballot for CRC Clinical Representative to be sent out next week** - A ballot will be going out this afternoon. Please take the time to vote
- ❖ **Summary and Next Steps -- Teacher Prep Sept. 29th meeting**
Ellen and Teresa are presently reviewing feedback and will share the results and next steps. If you weren't able to attend this meeting, please try to attend one of the meetings being held on 11/13, 2-3pm or 11/15, 11-12pm in COED 110.
- ❖ **Opportunity Research Symposium: Monday, April 30, 2pm-7pm, Center City**
For everyone interested in economic and social mobility of Mecklenburg County's low income youth and families, we are presenting research and evaluation on work on social mobility of which education is key. If you are doing this work, please present. Touissant Romain and Herrison Chicas are the key notes. This is a university-wide event. Donors will be present.
- ❖ **Pursuing Extraordinary Outcomes in Public Education Conference: Monday, Oct 30th, 8:00 am, Center City** – Please try to attend. We have rescheduled the Assistant Professor Listening Meeting which was scheduled for that same day.

4. **Strategic Plan** ~ Laura & Ellen

Ellen noted that hard work is being done on the new strategic plan. The Leadership Team has been looking at the plan to review the progress. The Plan will be located in a new University system called Compliance Assist. We have had to look at it in new ways and make adjustments. New goals had to be added and some goals had to be tweaked. We have had to make revisions in language and duplications. We have to collect better metric data. We will send out the revised plan early next week. Chairs will review at the department level. This is your plan. We want you to share your feedback with Laura.

5. **Annual Report document** ~ Laura

Laura reviewed the new changes for the 2017 reporting period. The annual report needed to be aligned with the RPT document. With everyone's feedback including the chairs, changes have been made by the leadership team. Reporting purposes have been included. The annual report will be generated on a word document template. It will then be uploaded to a portfolio in Taskstream. You will also need to upload a current CV and your course evaluations. If you do extended service to schools, you will need to complete a form. A new section on extended service to the community, if applicable, will also need to be completed. If you are involved in peer observations, those documents would need to be uploaded as well. Next steps – An email will be sent out to all faculty with instructions to log into Taskstream, the annual report template and directions on uploading documents. The reporting timeframe is Jan 1,

2017 to Dec 31, 2017. Due date in Taskstream is Jan. 19, 2018. Please only submit what is important for your chair. Be efficient.

6. Assessing ourselves on assessment ~ Laura & Teresa

This past summer a team of faculty attended a meeting with other colleges of education where this process was reviewed to show us where we are on data and assessment practices. How do we compare with other institutions? The assessment activities started with program directors.

- Program Directors placed sticky notes with the name of their program in each appropriate element representing the rating of their program.
- Faculty were asked to note what they observed.
- Faculty were then asked to stand by a poster in groups evenly distributed.
- How can we as a college move towards the sustaining level?
- Faculty were asked to write their responses on a sticky and place on the chart
- A speaker was chosen for each chart to report out their responses on how do we get to sustaining?
- Developing Shared Understanding – Tom Fisher
 - Initiate a training for new faculty and calibrate on a regular basis. Common rubrics for each program. Three year rotation for faculty to serve in a supervisory position, Capstone. How do we calibrate outside the three year rotation. Think about different times capturing those observations. Ellen added not just teaching.
- Using Data for Program Improvement – Adriana Medina
 - Who are the personnel that shows the data? Who should be involved? How involved are adjunct faculty? Is everyone at the table? Regular and consistent language that keeps the programs from the sustaining level. How do we move new programs across to the next level? Hold a Data Day to get everyone at the table to come together to discuss. We can access data from other programs.
- Collecting, Organizing and Analyzing Data – Rex Mangiaracina
 - What is the needed data? What drives this need? Motivate to get it. Universal platform needed. Where are the available resources to get data? What is the role of faculty in this process and time limits were also brought up.
- Organizing People to Learn – Drew Polly
 - Have intentional time set aside to go through the data. Hold a charrette and data days but be program and department specific. Define the role of faculty and how much time it will take.

Teresa thanked everyone. Tehia Glass will take this information and put in a one-page document. She will collect the trends from today. Then she will share at program director meetings and at the next all faculty meeting.

7. Associate Deans Reports

❖ Dawson Hancock

- Kristie Opiola presented her research at the Colloquia this morning and did an outstanding job as all of the presentations have been. We have learned a lot. Please attend the next one and/or sign up to present at one.
- Handouts are available at the back of the room on pursuing a grant and the faculty mentoring program.

- The November meeting will focus on graduate programs. We'll look at our competitors at the Masters and Doctorate levels. How can we re-package them by possibly adjust the hours without deficits to get people in the door?

8. Committee Goals

- Faculty Council – Chair Lynn Ahlgrim-Delzell announced the members, Chris O'Brien, Shawnee Wakeman, Gloria Campbell-Whatley, Clare Merlin, Susan Furr, Tracey Benson, Florence Martin, Lan Kolano, Susan Harden, Amy Good, Drew Polly and Mark D'Amico (Charlie Wood – Fall). They are a conduit to discuss faculty concerns and approvals.
- Undergraduate Curriculum Committee– Chair Drew Polly stated the members are Joyce Brigman, Amy Good, Cynthia Baughan, Student Katheryn Carlton and Teresa Petty. They work with Curriculog.
- Graduate Curriculum Committee – Dawson Hancock presented for Chair Paul Fitchett. Members are Joan Lachance, Luke Reinke, Charlie Wood, Rebecca Shore, Pam Lassiter, student Kiran Budhrani and Dawson Hancock. They are also involved with Curriculog on the graduate level.
- College Review Committee (CRC) – Chair Chance Lewis announced its members; Michael Matthews, Jack Culbreth, Jim Bird, Maryann Mraz, Kelly Anderson and Paul Fitchett. Their work centers on the review process, work load and evaluations of the deans.
- Information Technology Advisory Committee (ITAC) – Dane Hughes stated the members; Josh Avery, Tom Fisher, Daniel Alston, Susan Furr, Florence Martin, LuAnn Jordan, Lonnie Bateman and Ed Conway. They are working on revising policy on hardware for faculty and staff, to incorporate the dean's new hardware initiative, assess the impact on the loss of labs and prioritizing ITAC requests.
- Internationalization Committee– Chair Adriana Medina announced the members; Kristin Davin, Debra Diegmann, Lyndon Abrams, Kristie Opiola, Jae Hoon Lim, Greg Wiggan, Erik Byker, Ian Binns, Ya-yu Lo, Katie Swart and Ayesha Sadaf. Their role is to advise and influence curricular and teaching practices that promote global consciousness for faculty, staff and students.
- Award Committees – Victor Mack oversees the award committees which recognize excellence in the college.
- Diversity Committee – Chair Lisa Merriweather stated the members; Gloria Campbell-Whatley, Erik Byker, Lyndon Abrams, Bettie Ray Butler, Erin Miller, Greg Wiggan and Victor Mack. This committee helps to move the college closer to sharing the diversity goals.
- CAEP Committee – Laura Hart announced the members; Ann Cash, Paola Pilonieta, Tracy Rock, Sejal Foxx, Jeanneine Jones, David Pugalee, Ya-yu Lo, Shawnee Wakeman, Florence Martin, Bill Anderson, Tesh Ramey, and Teresa Petty. This committee will move us toward CAEP accreditation.
- Engagement Council– Victor Mack identified the members; Bill Anderson, Laura Hart, Lan Kolano, Joyce Frazier, Bethany Myers, Susan Harden, Yvonne Spence, Brandi Hinson, Chance Lewis, Wills Citty, Dawson Hancock and Teresa Petty. The Council works on engaging with the community and the community engaging with us. They also work on recruitment efforts and updating the website.

Meeting adjourned at 11:05 a.m.

Next College Meeting on Graduate Programs: Friday, November 17, 2017
College Meeting on Diversity: January 19, 2018

Next All College Meeting: Friday, February 16, 2018