



**Department of Middle, Secondary and K-12 Education**

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**MDSK Department Minutes  
Friday, January 16, 2015  
11:30 am – 2:00 pm  
COED 110**

**Chair of Meeting: Scott Kissau**

**Attendees:** Josh Avery, Joyce Brigman, Bettie Ray Butler, Rosalyn Crandell, Warren DiBiase, Tarra Ellis, Paul Fitchett, Jeanneine Jones, Joan Lachance, Laura Hart, Susan Harden, Charles Hutchinson, Lan Kolano, Chance Lewis, Salas Spencer, Michelle Stephan, Greg Wiggan, Rex Mangiaracina, A. Lee, Laura Funderburg, T. Pennell

**1. Call to Order at 11:42 am**

Approval of Minutes, November 14, 2014-Dr. Warren DiBiase motioned the minutes be approved. Dr. Bettie Ray Butler seconded the motion. Minutes approved.

**2. Welcome**

- S. Kissau welcomed Bettie Ray Butler back from Family Leave
- S. Kissau welcomed Laura Funderburg as MDSK's New Office Manager

**3. edTPA Results**

S. Kissau presented a PowerPoint on Rubrics 1-15. There was a discussion that we need to look at the data cautiously as this is a pilot semester and a lot of students did not complete any or all of their practice pieces. In general, we did well on Task 1. Scott mentioned that FLED and TESL students did quite well in Part 1, which he attributed to the model they are provided in methods. Laura Hart added that there are now examples for faculty to access. Rex Mangiaracina commented that samples have been posted and are being used in MDSK 4150 this semester, which has been a big help. Although we did well in Task 1, there is definitely room for improvement, especially in regard to Rubric 4 (Identifying and Supporting Language Demands). Joan Lachance is a great resource to tap in regard to this area. Task 3 (assessment) was our weakest area. Susan Harden mentioned that the Diversity Committee met on January 15, 2015 and requested some discussion related to the impact of diversity on edTPA scores. Are some groups of students failing in higher numbers than others? P. Fitchett suggested that we need data across multiple semesters before making any programmatic decisions. There was interest expressed in analyzing data by when students completed their methodology training pre-/post-edTPA implementation. Faculty members in MDSK are currently pursuing this line of inquiry. L. Hart added that the Dean is seeking feedback. T-Pals will meet February 9 to provide feedback.

**4. Update on MDSK Clinicals (Laura)**

Discussion of proposed changes to how we do clinicals with GTC students in MDSK. We are looking first at MDSK students in the Graduate Certificate Program. This proposal is not for lateral entry teachers. The following changes were discussed:

- Placing students at two diverse school sites (two different school sites).
- Emphasis to be placed on high poverty schools
- Hours will be spread out during the entire semester
- Students would be assigned to a group of teachers-not just one teacher.
- Students would be assigned a school upon admission to program. They would spend 1<sup>st</sup> semester at that school. The 2<sup>nd</sup> semester would be spent at a different school. Students would then stay at that 2<sup>nd</sup> school throughout the remainder of their program.

Professors need to make assignments more meaningful, otherwise students will continue to just “observe” in the back of the room. To get schools more interested in taking our students for extended clinical experiences, we need to make sure that the schools are also benefitting from the experience. Clinicals in the TESL program were discussed as model of a meaningful clinical experience.

**5. Grade on C in Student Teaching (Laura)**

Laura Hart reported that language in the catalog is not consistent across programs (only for undergraduates). Discussion ensued related to students getting a grade of C in student teaching. Should a grade of C in student teaching be put back on the table, with the understanding that licensure is a separate piece? Students can earn a grade of C in student teaching (a passing grade) and graduate. However, to be recommended for licensure, they must earn an A or B in the student teaching semester. L. Hart requested feedback from the department to see if they agree or not. Josh Avery questioned: For those students who do get a C, and graduate without a recommendation for license, is RALC an option? Does our graduate certificate become an option, if they want to return as graduate students? Charles Hutchison and Jeanneine Jones commented that if we did a better job of monitoring student performance in the clinicals, then many of these weaker students would not be making it to student teaching, and we would avoid this issue. To conclude this discussion Laura asked the group, “Is it okay for students to get a grade of C in student teaching; but, keep the licensure requirement at an A or B?” The group responded, “yes”.

**6. Updates**

**a. Summer Pathways**

S. Kissau stated the Pathways money has gone away; however, courses will be offered. The summer budget has increased to \$108,000 from \$45,000. He mentioned the budget he submitted on January 15, 2015 was for \$144,000. Dean has agreed to cover the difference, but this is contingent upon courses making. If courses are under 10 in enrollment, then instructors may not get full salary. This policy may not apply, however to doctoral-level courses. Scott emphasized that no definitive policy has been set and that no salaries will be reduced without first having a conversation with Chair. Scott also mentioned that Pathways money also funded one of our graduate assistants, so this may result in one less GA next year. While the Dean recommended that summer school pay this year continue as in years past, she is aware of the inconsistencies among departments (some departments pay more than others), and she plans to address this issue for next summer.

**b. Mentoring of Part time faculty**

Scott Kissau stated that new part-time Faculty members have to be observed by a mentor within their first 2 contracts. Feedback can be informal or mentors can use the TOT forms. Feedback must, however, be documented. The observation form that must be signed by the part-time faculty member,

the mentor, and the department Chair is available in the Faculty Resources section in our MDSK Moodle site. We do have some new part-time instructors this semester.

**c. MDSK Faculty Search**

The faculty search kicks into high gear this coming week. We have two people coming in next week so try to attend the meet-and-greets and the research presentations. Scott thanked Warren for being the chair of the Search Committee, as well the other members: Joyce Brigman, Bob Rickelman, Jeanneine Jones, and Michelle Stephan. Copies of the itineraries have been made available.

**d. Phase Out of Turn-it-In (Taskstream)**

Scott stated that Turn-it-In is being phased out in Taskstream. You can still do this in Moodle. L. Hart mentioned that instructors need to have consent of the student before using Turn-it-In.

**7. Workload Policy Feedback for Faculty Council (Susan)**

Susan stated that she is the Faculty Council Representative for MDSK. She needs feedback on the Workload Policy prior to the Faculty Council meeting where she will be required to vote on behalf of MDSK. Scott will send out a link to an online survey to complete. Faculty Council Meeting is January 28, 2015.

The survey is very brief and asks tenured or tenure-track faculty members:

- How would they vote?
- Would they make any revisions?
- Do they have any general feedback?

Susan asked for feedback by January 22. The link to the survey is also available in the Moodle site.

**8. Professional Development (Charles)**

Charles Hutchison gave a presentation on "The Minority Effect." A copy of his PowerPoint presentation will be made available in Moodle.

**9. Other Business**

L. Kolano reported UNC Charlotte Faculty Council has met and asked faculty members to review the minutes on our Moodle page. The University is planning a new student convocation in attempt to welcome new students. She stated the university is proposing we begin in the Fall (August 24, 2015)-ALL CLASSES WILL BE CANCELLED AUGUST 24 TO NEWLY ADMITTED FRESHMAN. Lan stated to include this in your syllabi.

Joshua Avery mentioned that the ITAC Committee is working to finalize a proposal concerning the future computing platform for the College's faculty and staff. There may be a need for department input as considerations for devices such as desktops, laptops, printers, etc. will be voted on during this semester, and reviewed by the Dean. More information will be provided via ITAC as necessary.

Greg Wiggan mentioned that the Internalization Committee will be meeting next month. It is looking for a more streamlined way of documenting faculty internationalization efforts. Faculty members may be contacted soon in regard to their related accomplishment. Scott mentioned that there will be a new item on faculty annual reports related to internationalization initiatives and accomplishments.

**Announcements**

- Scott Kissau thanked Laura Hart, Susan Harden, and Joyce Brigman for providing lunch.

