

Minutes
College of Education Leadership Council
Monday, August 15, 2011
10:00 a.m. – 2:00 p.m.
COED 205

Present: Mary Lynne Calhoun, Dawson Hancock, Joyce Frazier, Melba Spooner, Warren DiBiase, Dane Hughes, Tim Rogers, Lee Sherry, Jan Hinson, Vicki Jaus, Emily Stephenson-Green, Hank Harris, Amanda Macon, Victor Mack, David Pugalee

AGENDA ITEMS	DISCUSSION	ACTIONS/NEXT STEPS
1. Welcome back! News of the summer.	The Dean welcomed everyone back and wished all a good start to the new year which will be a busy year getting ready for the SACS review and NCATE. Mary Lynne shared the good news that she was invited to the Aug 1 st Chancellor's Cabinet meeting where they made a surprise gift in her honor to the Cato Teaching Mural.	
2. Budget/policy updates <ul style="list-style-type: none"> • Changes in Financial Aid availability; changes in federal loan repayment 	With federal money being reduced and tuition going up, there will be tension from our students as they try to make their schedule. Chairs and advisors may be getting calls for additional seats or course sections. Effective July 2012, loan repayment for our graduate students will start 6 months after	Alert your staff and faculty/advisors to this situation.

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<ul style="list-style-type: none"> • Legislative actions that have impacted teacher education (e.g., Teacher Cadets, Future Teacher Scholarships, Teacher Tuition Benefit, North Carolina Teaching Fellows) • Status check: Teaching Fellows at UNC Charlotte • Status check/next steps: Teach for America Partnership, 2011 	<p>completion and interest payments will start immediately.</p> <p>Statewide funding has been eliminated for the teacher cadet program. The legislature has ended Future Teacher Scholarships and the Teacher Tuition Benefit has gone away. The Teaching Fellows program will be phased out and end in 2015.</p> <p>There will be no recruitment this year for a freshman class. The Teaching Fellows office will stay the same and there will be no changes for at least 2 years.</p> <p>Amanda Macon with the Graduate School and Joan Lorden have come up with an innovation to deliver the TFA program. A special cohort program will be run by the Graduate Center. A fixed fee will be paid by the corps members to cover tuition/books. Faculty will receive an honorarium to receive additional students in classes if the classes are already full. Amanda presented this innovation to the group of TFA members.</p>	<p>Amanda will update website.</p> <p>Warren will work with Amanda to create new sections. Lee and Jan will accept these new students. Into existing classes. Amanda and the Graduate Center will create these new sections.</p>

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<p>3. Information Technology updates – <i>Dane Hughes</i></p> <ul style="list-style-type: none"> • ITS budget cuts/implications for College • ITAC Committee goals, 2011-2012 	<p>Dane presented on the budget cuts that will be felt by the ITS department, which includes extending the replacement cycle on faculty and staff computers as well as computer lab replacements. Academic Affairs has been asked for additional money. Some labs may need to close in 2013. Wimba may in jeopardy and effects may be felt in classroom support.</p> <p>Dane will now chair the committee with John Gretes as ex officio. The ITAC agenda this year will include a discussion of the Mac platform.</p>	
<p>4. Work Session. (NCATE Preparation) Task Force on Professional Dispositions - <i>Dawson Hancock, Susan Furr</i></p>	<p>A Dispositions Task Force chaired by Dawson and Susan Furr, has been put together and has started working on defining and measuring professional disposition of our candidates. Meetings will begin soon. Input from Leadership Council and Faculty meetings will be needed. Information such as how are we getting info out to our candidates and how are we following up, will be needed. We are uneven in our programs. Emily added</p>	<p>All – provide assistance when the task force asks these questions.</p> <p>A possible direction for the Task Force is to consider an umbrella structure, with differentiation among undergraduate teacher education, graduate teacher education, school leadership, and counseling.</p>

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	<p>that a student self assessment has been added after student teaching. A systematic approach will be needed across all levels of our programs.</p>	
<p>5. (NCATE Preparation) Overview of Standards Committees – <i>Melba Spooner</i></p>	<p>Melba reviewed the Standards Committee members and asked the council for their thoughts on who else is needed.</p> <p>Standard 1 – Add an Elementary Ed and a Special Ed person.</p> <p>Standard 2 – Needs an outside rep such as Karen Callender from Arts & Architecture</p> <p>Standard 3 – Blue Ribbon Report from NCATE may provide guidance. Add a cooperating teacher. One to two others that are tenured or a p/t faculty too.</p> <p>Standard 4 – A good strong committee that has already started their work.</p> <p>Standard 5 – Has been working on the RPT document. Needs a clinical person.</p> <p>Standard 6 – Add Dane to the committee and possibly Lee Gray.</p> <p>At the Sept. 16th Faculty Meeting committee members will be finalized. A draft of the IR will be in Spring 2012. Dane will develop the tech needs of the exhibits.</p>	

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	Mary Lynne and Melba will be available to meet with the groups.	
<p>6. Review of agenda for College of Education meeting, August 19, 2011</p> <ul style="list-style-type: none"> • News of the community 	Mary Lynne reviewed the agenda for Friday's faculty meeting and asked for input on news of the community. A photographer will take pictures of our new faculty.	Departments are asked to post signs welcoming our new faculty/staff. Alert your new faculty and staff that they will be called on to receive their pins.
7. Changes in Student Teaching – <i>Joyce Frazier</i>	Joyce presented on changes in student teaching. More part time supervisors are needed as our numbers have increased. A certification for teaching capacity form is new and is required for the fall. Other forms are being revised. A sign-off on the form will be required to get their license. Mary Lynne reported that we received a “good” rating on the NCTQ review.	
8. Implementing revised master's programs – <i>Vicki Jaus</i>	Vicki stated that all of our revised programs have been approved and a checklist for implementing the revised Master's Program was developed. It was determined that planning sheets will be in a centralized location on the website. Vicki will report on updated planning sheets at the council's next meeting.	Send planning sheets to Ed who will put on the website. Vicki will send the checklist out electronically.
9. Licensure related to doctoral programs – <i>Melba Spooner</i>	A licensure component for our doctoral programs was discussed. Mary Lynne	Chairs – discuss this license with your doc coordinators and doc students.

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	recommended that we pursue this and we will need to start the discussion on the doctoral level license. Discuss with your doctoral coordinator and alert your doc students that we are working towards this license but currently we are not licensed.	Proposals to the Department of Public Instruction will be required.
10. External Professional Activities For Pay	The Dean discussed the procedure for completing this form which is due to Kathie on Sept 12 th . Encourage faculty at your first meeting to complete the Notice of Intent form which declares and gets your permission for outside activity for pay before that activity begins.	Submit completed form to Kathie by Sept. 12 th . Have your faculty complete the required Conflict of Interest form.
11. International Faculty Travel Grant	A travel grant fund has been made available by Joel Gallegos from International Programs. \$10,000 will be made available to faculty at up to \$1500 each to support travel. A proposal will need to be submitted. Joel will also help support the Ludwigsburg Symposium.	Alert your faculty to this availability of funds and the procedure.
12. (SACS Preparation) Update on <u>comprehensive standard 3.3.1.1 Institutional effectiveness: educational programs</u> and mandatory meeting on August 31 – Emily Stephenson-Green	Emily stated that our revised report submitted to SACS had deficits. To be in compliance with SACS another report will be due April 2012. A mandatory meeting with Chairs, Mary Lynne, Melba, Emily and the Provost will take place on Aug 31 st . We	Mandatory Meeting with Chairs on August 31 st . Vicki will also attend the Provost's meeting.

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	will have to re-do annual reports and an assessment plan may need to be added.	
<p>13. Work Session. (SACS Preparation) Quality Enhancement Project (QEP): “Engagement”</p> <ul style="list-style-type: none"> • Identification of faculty Development Team • College of Education representative on QEP Steering Committee 	<p>The QEP has been selected and will be student engagement. The focus centers on undergraduates and their involvement in the community and/or their program of study. We are asked to come up with an answer to one question, how will we use engagement to encourage our students? We will need a team to work on this. It was determined that Vicki will lead the team. Members will consist of: John Beattie, Chris O’Brien, Bob Audette, Tarra Ellis, Sequoya Mungo, Jeanneine Jones, Tina Heafner, Bruce Taylor, Heather Coffey and Susan Hardmon.</p>	
<p>14. Other business</p>	<ul style="list-style-type: none"> ▪ A Part Time Faculty Orientation will take place on Aug 16 4-5pm. ▪ Dawson asked about travel money availability. The Dean responded, operate like you did in the past with \$1000. If the budget situation changes in any way, Mary Lynne will inform the Council. 	

Meeting adjourned 2:10pm.