

**Minutes**  
**College of Education Leadership Council**  
**Monday, January 9, 2012**  
**10:00 a.m. - 12:30 p.m.**  
**COED 205**

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

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTIONS/NEXT STEPS</b>
<p>1. Updates/ announcements</p> <p>a) Please let Deans Office know if classes are moved</p> <p>b) RPT status report</p> <p>c) Mandatory post-tenure reviews in 2012</p>	<p>The Dean requested that departments alert the Dean's office and TEALR to room changes and cancellation of classes during this first week.</p> <p>Mary Lynne announced that letters to the Provost have been completed and materials will be going over to Academic Affairs. The letters to candidates and chairs will be distributed tomorrow. All recommendations are positive.</p> <p>Conferences for the reappointments of Assistant Professors will take place later in the spring after the official letter arrives from the Provost.</p> <p>There are 4 mandatory post-tenure reviews this year (Lyndon Abrams, Claudia Flowers, Hal Jaus and Theresa Perez). Required documents are an updated vita from faculty member and 5 years of annual reviews from the Chair.</p>	<p>Chairs – alert your departments on the procedure for class changes.</p> <p>If any faculty on the TFPR list submit retirement letters in the next few weeks, then the TFPR process is discontinued.</p>

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<p>d) New project: North Carolina New Teacher Support (RttT)</p> <p>e) New partnership initiative: Wallace Foundation School Leadership Strategy (CMS)</p>	<p>A new grant in the amount of \$359,000 from Race to the Top has been awarded to the college. This money will enable us to provide support for 1<sup>st</sup> year teachers that have been hired in low performing schools. Two coaches will be hired to provide in-classroom support, provide professional development and for mentoring these new teachers. We are one of 3 schools to receive this money. Amanda is leading this effort.</p> <p>The Wallace Foundation has asked UNCC to partner with CMS, one of 6 urban schools selected in the country, to strengthen the principal pipeline. We will look at current practices and make recommendations. Mary Lynne has volunteered for this work with Dawson's and EDLD faculty assistance.</p>	
<p>2. DPI Program Approval</p> <p>a) Elissa Brown's update</p>	<p>The Dean presented a PowerPoint presentation from Elissa Brown on the new program approval process from DPI. This new process has an annual electronic review with no team visit, and no huge reports to write every seven years. Although we have no representation on these teams, we will be following their</p>	

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<p>b) Discussion on program challenges with electronic evidences</p>	<p>work. Elementary Education will be the first program to be looked at.</p> <p>Lee Sherry shared some challenges that his department is having with electronic evidences such as the time commitment in the review process. Some solutions discussed was keeping maximum enrollment to 24, rotation of faculty to teach those courses and the possibility of a sampling for the reviews. Mary Lynne summed up by stating we will continue the discussion for improvement of the programs. Melba stated that these issues and solutions should be documented in your annual reports.</p>	<p>Chairs should document changes in the process of collecting/ evaluating evidences as part of the Department's annual report (i.e., "Three Examples of Data-Based Decisions")</p>
<p>3. RPT revised document: strategies for review and discussion</p>	<p>The Dean is working on a draft of the document for Friday's meeting using the recommendations that were put forth from the college. We will use department meetings, the COED Faculty Council, open meetings and a discussion blog as review strategies. The sub-committees will come back to review the sections. A new draft will be presented at the February college meeting with a vote in March.</p>	
<p>4. Review of agenda for COED meeting</p>	<p>Mary Lynne reviewed items for the college agenda and asked for any additional items</p> <ul style="list-style-type: none"> <li>➤ Alan Mabe and new staff introductions</li> </ul>	

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	<ul style="list-style-type: none"> <li>➤ Two 2 projects</li> <li>➤ College awards, website</li> <li>➤ Professional dispositions – Dawson</li> <li>➤ RPT</li> <li>➤ Cato Teaching Mural</li> <li>➤ Undergraduate awards (Amanda)</li> </ul>	
<p>5. Focus group - <i>Chairs, Dane, Melba, Kathie</i> Electronic submission of RPT dossiers: issues, concerns, ideas for improvement</p>	<p>Some issues/ concerns that were discussed:</p> <ul style="list-style-type: none"> <li>○ All documents should be in PDF</li> <li>○ Name documents in the folders</li> <li>○ Charts added to the Research section</li> <li>○ Student evaluations to be in a user friendly format</li> <li>○ Work on security issues</li> </ul> <p>It was agreed that all involved found the new electronic system worked very well.</p>	
<p>6. Other business?</p>	<p>The Dean announced that her winter party will be on January 21 6:30pm at Zen Asian Fusion. Invitations will go out today.</p>	

Meeting adjourned at 12:00p.m.