

**Minutes**  
**College of Education Leadership Council**  
**Monday, November 7, 2011**  
**10:00 a.m. - 12:30 p.m.**  
**COED 205**

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

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTIONS/NEXT STEPS</b>
1. Round table catch-up ~ News from the last six weeks	Due to Dean Calhoun's absence, this agenda item was not discussed. Melba reported that Mary Lynne was called away this week due to a family medical emergency. She is expected back in one week. It was later announced that she would not return until [at the earliest] Nov. 28.	
2. University budget update ~ <i>Melba</i>	Melba provided an update from the Deans Council where the Chancellor presented on the budget situation. In this current year, we may have another reversion of 2%. There may also be a 3% permanent budget reduction next year. The Chancellor is also considering a possible tuition increase. Melba added that money that has been unspent in some of our smaller program accounts may be in jeopardy of being used by the university. She recommended that	



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	electronic evidences so he can identify those students and reactivate them before they expire. This list will be needed before the census date in Spring 2012.	
5. SACS update ~ <i>Emily</i>	Emily thanked everyone for all their hard work. She is still missing a few assessment maps. Christine has started the review process. She asked that you review those files and read her comments and respond directly back to her. There was discussion concerning the request for assignments and the need for them. Melba will contact Christine for further information. This work will need to be completed by the end of the semester. Interim Reports are due in February and it will go to SACS in April.	Melba will contact Christine on the next steps and follow up with chairs. Chairs – Review Christine’s comments with your writers and respond back to Christine.
6. Policy Statement #99 ~ <i>Bonnie</i>	Bonnie reviewed the policy which states that faculty can earn up to 3/9ths additional compensation paid by the university based on their salary. For 9 month faculty, the summer months will need to be tracked. It is the faculty’s responsibility but Bonnie’s office will be tracking it.	
7. RPT revisions: issues, progress	Work on the incorporation of the suggested edits and on section 2 of the RPT document has not progressed due to the Dean’s absence. Melba will work with Jeanneine, Bruce and Mary Lynne for next steps. Hank	Melba will contact Jeanneine, Bruce and Mary Lynne for next steps. Timeline to be developed and shared at the Friday faculty/staff meeting.

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	asked if a timeline can be developed.	
8. Quick look at “engagement” guidance from University Faculty Council	Michael Green is asking for feedback on the community engagement issue. This topic should be discussed with the faculty and comments should be sent to Aimee Parkinson, Chair of FESC by Nov. 15.	
<p>9. Announcing two new graduate program partnerships:</p> <p>a) Transition to Teaching – NC INSPIRE (MAT in Middle and Secondary Math)</p> <p>b) Impact 5 Grant - M.Ed. in EIST</p>	<p>Amanda informed the Council of a new online partnership with General Administration. We will serve 12-15 middle and secondary math students. They will receive up to \$4500 in tuition reimbursement. We will admit students in Spring 2013.</p> <p>This program, which is 100% online, will serve 48-52 teachers in our M.Ed. (EIST) program. This fully funded two year program, in partnership with DPI, will start in January 2012.</p>	
10. Class scheduling guidelines and classroom utilization ~ <i>Melba</i>	We need to pay close attention when scheduling classes and space. Every effort should be made to schedule across the entire day. A handout was distributed that stated university-wide standards.	Chairs – share this with your department / program coordinators..

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11. Reminder: COED Faculty Internationalization Grant	A reminder that money is still available on a first come, first serve basis for the Faculty Travel Grant.	
12. Calendar alerts: a) Reading Day Progressive Lunch, Dec 8  b) Date for SPA Staff Luncheon?  c) Date change for Feb. '12 COED Meeting  d) Chance Lewis event in Center City	Melba reminded everyone about the Progressive Lunch. The event schedule will be forwarded by email to the college. This item will be put on hold until the Dean returns.  The February college meeting will be rescheduled to Feb. 24 due to the AACTE conference.  A welcoming event is being planned in late January, early February for Chance Lewis.	Put on Friday (November 11) COED College Meeting Agenda.
13. Review of COED agenda for Friday	Melba reviewed agenda items for Friday's college meeting.	
14. Other business?	<ul style="list-style-type: none"> <li>➤ Emily stated that a friend of hers has offered her home in the Third Ward to be used for departmental retreats, at no cost.</li> <li>➤ Amanda announced that Bruce Taylor won a program award and Misty Hathcock won an award from Kappa Delta Pi.</li> <li>➤ Amanda distributed a list of schools that have a Teacher Cadet</li> </ul>	Contact Emily, if interested.

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	<p>class.</p> <ul style="list-style-type: none"> <li>➤ The Celebration of Teaching event is Thursday, Nov. 10 at 12:30 in McKnight.</li> <li>➤ Melba announced that electronic work flow for special requests/ academic petitions will hit us in Jan. 2012. We are to expect kinks in the system.</li> <li>➤ Amanda is working with Dane on a paperless TEALR department. Training for advisors and staff will be forthcoming.</li> </ul>	

Meeting adjourned at 12:50 p.m.