

Minutes
College of Education Leadership Council
Monday, December 3, 2012

Present: Mary Lynne Calhoun, Melba Spooner, Dawson Hancock, Amanda Macon, Lisa Patterson, Joyce Frazier, Hank Harris, Lee Sherry, Jan Hinson, Victor Mack, Warren DiBiase, Dane Hughes, Bonnie Morton,
Guests: Drew Polly, Laura Hart

AGENDA ITEMS	DISCUSSION	ACTIONS/NEXT STEPS
1. Update on TIAA-CREF Lecture	The Dean announced that Diane Ravitch has been finalized to give the lecture, which will take place on March 20 th at 7pm in the Center City Building. It will be by invitation only. There will be a Q & A event prior to the lecture for students at 4:30 to 5:30 on campus. The 7 p.m. lecture will be video-streamed back to campus so evening classes can participate.	
2. Draft changes in University's Conflict of Interest policy (related to teaching for other institutions)	A proposed change to the Conflict of Interest Policy was discussed. It is not official yet. Teaching by faculty at another institution of higher education has been explicitly named as a Category II activity (potential conflict of interest) which must be reviewed by the Dean. Dean Calhoun indicated that her consistent response is to deny these requests by tenure-eligible faculty since they have been given reduced teaching loads in order to conduct research and provide service.	Chairs – Alert your faculty to this change.

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<p>3. Proposed changes in College of Education Voting Policy (to be presented as a First Reading in January College meeting)</p>	<p>An action item will be coming in January to the Faculty Meeting regarding proposed changes to the college's voting policy. The Dean asked for departments to put this item on their agenda for discussion. This change was approved by Faculty Council. There will be a first reading in January and a vote in February. The proposed change of the college's voting policy will reflect that of the university policy which states that eligible voters are persons holding the rank of lecturer and above. The Faculty Council will take the responsibility of keeping up with policy changes. Our Faculty Executive Committee representative will keep Faculty Council informed.</p>	<p>Chairs – put this item on your agenda for your department meeting.</p>
<p>4. edTPA update – <i>Laura Hart</i></p>	<p>Laura and Drew updated the council on their team meeting held on 11/27. They presented the team's recommendation for implementation in the college. The programs for the first round have been identified. Lee stated that CHFD can be added if possible. Chairs agreed that faculty feedback is positive. Laura, Drew and Misty (who has just been added to the group) are available to attend department meetings for further discussion. A faculty trainer from ECU will be at the college in Feb. to train program coordinators. A</p>	<p>Chairs – Laura, Drew and Misty are available for department discussions.</p>

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	writing center in the college was recommended for additional support. A proposed timeline for implementation was distributed (see attachment).	
5. New campus email platform for mass mailings – <i>Lisa Patterson</i>	Lisa presented on a new email marketing tool that will standardize our marketing efforts. A license will need to be purchased by each college with a rate of \$8700 for 2 years. This system would monitor how much is being sent out from various sources. Reporting is also available. Lisa to provide updates as she receives them.	
6. NCATE update- <i>Melba Spooner</i>	Melba provided her monthly update by reviewing the website. Exhibits, course outlines and syllabi are being uploaded. There are still some part-time vitas that have not been received. The narrative will also need to be completed. We are now 3 months away from the deadline.	
7. Other business?	<p>Bonnie announced that the pilot program for hiring part-time faculty will not take place for the spring. The procedure will go into effect in Fall 2013.</p> <p>Amanda stated that alumni pennants are being sent out to the schools.</p> <p>The Dean reported that she met with the Chancellor’s Cabinet today regarding a partnership with CMS Schools. A Task</p>	

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	<p>Force is being put together in various areas. The Chancellor would like UNC Charlotte faculty to be on the Task Force. Recommendations were given to the Dean and she will forward those names to the Chancellor.</p>	
<p>8. (For those involved in reappointment/ promotion reviews for clinical faculty; early dismissal for others) Process/ timeline review; confirmation of list of reviews</p>	<p>Due to the tight timeline and the newness of promotion reviews for clinical faculty, the deadline has been extended from Jan. 5 to Jan. 30th. There are 10 clinical faculty preparing for reviews. Dane and the Dean have met to review and retool the electronic submission process for clinical faculty. Job descriptions are being written. Providing evidences will be individualized based on the job description. Invitations to upload documents will come in January. Lee asked about salary increases for clinical faculty. The Dean reported that raises similar to tenure-track faculty are likely to be made available by the Provost: \$3000 for Associate, \$5000 for Full, \$2000 for a Sr. Lecturer. The expanded DRC should meet in January. Give Mary Lynne and Kathie those names that were added to the DRC. Shawnee Wakeman and Delores Lee have been elected to the Expanded CRC.</p>	<p>Clinical faculty submissions have been extended to Jan. 30. Give names of expanded DRC members to Mary Lynne and Kathie.</p>

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<p>9. (for Warren, Lee, and Jan) Student Teaching/ exit criteria for graduation – <i>Melba Spooner</i></p>	<p>Mary Lynne, Melba, Dawson, Warren, Jan, Lee, Joyce and Amanda reviewed the criteria for completion of the student teaching program which are: grade of a B or above, recommendation of licensure and a score of proficient on electronic evidences. The grade of B or higher in student teaching should become a graduation requirement (as well as a licensure requirement; this will require a curriculum proposal. Students who receive a grade of C or lower in student teaching can apply to repeat student teaching next semester. Because university policy is changing regarding the number of allowed course withdrawals, the current strategy of withdrawing from student teaching (if at risk for getting a C) is not likely to be viable in the future.</p>	<p>Melba will work with this group to develop a curriculum proposal to make the grade of B or A in Student Teaching a graduation requirement.</p> <p>Joyce and University Supervisors will think through appropriate intervention strategies for the second half of the student teaching semester, given that the option of course withdrawal is disappearing.</p>
<p>10. Adjournment</p>	<p>Meeting adjourned: 12:22p.m.</p>	