



Leadership Council Meeting Minutes

3/10/14 ~ Center City Room 1105

Attending: Ellen McIntyre, Melba Spooner, Dawson Hancock, Hank Harris, Lee Sherry, Warren DiBiase, Jan Hinson, Amanda Macon, Laura Hart, Emily Stephenson-Green, Jim Bird, Dane Hughes, Joyce Frazier, Bonnie Morton, Tim Rogers, Latricia Boone.

1. Announcements

- **Honors and Awards Day**

Amanda stated that this year the event will be on a Friday evening, April 11, 5:00-7:00pm in the Goudes Room with the reception held in the atrium. Students will need to attend the event to complete their paperwork for the scholarship. The committee will meet this week. This year scholarships were opened to Grad Cert students. Encourage your students and faculty to attend.

2. College of Education Video and PowerPoint—Latricia and Amanda

Latricia spoke about the College of Education video that is being planned. This video is intended for the Chamber of Commerce but can be used in other ways to promote the college. The theme is “Professional Educators Transforming Lives” with a focus on the future. There will be a profile of the college, a focus on research, quotes from our students, community engagement, a piece on our global footprint, impacting schools in the community, etc... Ellen asked Hank about the Addictions Program. Dawson mentioned National Board Certification. Contact Latricia with additional ideas. Latricia reported that extracurricular is moving ahead with an issue out by April or May. 10,000 copies will be printed and there will be an electronic version as well. The issue will include; a message from the dean, our work in schools, a faculty spotlight, a student spotlight, profiles on alumni, and possibly a faculty/student collaboration on research and an article on a superintendent.

3. Search Updates

Ellen thanked chairs and others who attended the job talks. The searches have been very successful. Seven out of nine have said yes with two still in negotiation. The quality of these people are remarkable.



Joyce stated that Myra Dietz will be retiring and they will be starting a search. A search will also take place for Laura's old position. Advertisement for these two positions will be local.

4. Faculty Governance

- **Faculty Governance positions nominations by March 14**

Ellen mentioned these self nominations need to be made by the 14th.

- **College Representatives for University Committees – call for nominations at college meeting**

Nominations for representatives and alternates will be taken at the faculty meeting. A list of the committees with expiring terms was provided.

Ellen mentioned that two times a year she would like to have the committees report at the faculty meeting. Committees can also provide their information in COED Connections.

- **Departmental elections for college committees**

A committee list with all expiring terms highlighted was provided for chairs so elections can take place in their department meetings.

- **Nominations for Honors Council At-Large positions by March 28**

Ellen announced that there will be two new awards for outstanding service this year, one each for SPA staff and EPA staff. More information to follow.

5. Reporting requirements

- **Evaluation of administrators**

By April 1, administrators should provide to their supervisors a self-assessment in accomplishing their goals.

- **Faculty Annual Reports due April 15**

The faculty annual reports are due April 15. Ellen wants these reports to include the number of courses they teach, and enrollment in those courses. Doctoral committee roles need to be stated. Melba added that for engagement/service, they need to state the work they are doing in NC schools. We must capture this work. We need descriptions, number of people involved, types of people, beginning and end dates and outcomes. The school systems requested that we do this.

- **Departmental and College Annual Reports**

6. Annual Performance evaluations for staff

A reminder that the annual performance evaluations for SPA staff are due by April 15.

7. Teacher Quality Data--Ellen

Ellen reviewed the data on teacher effectiveness. This data compared our students in teacher prep programs with other universities. They look at patterns in this data.

8. Data from DPI on our candidates – Laura

Laura reviewed the data from 2011-12 and 2012-13.

9. edTPA Update - Laura

Laura provided an update on edTPA. She will be sending out a newsletter which will keep faculty informed. Laura announced that Ellen will be sponsoring a two-day retreat for faculty which will focus on edTPA implementation. Stipends will be available.

10. College Meeting agenda planning

The dean reviewed the agenda for Friday's faculty meeting.

11. Other business?

- Ellen announced that she will not be here next week. Melba will be Acting Dean. She will also be away in May for a Latino Initiative in Mexico City.
- Melba stated she will be off the last week in April through May 2 for her son's wedding.
- Ellen will provide a State of the College address at the April 25th faculty meeting. This report will be after her meetings with all the programs and her listening lunches with faculty and staff.
- Bonnie asked for the justifications of positions, release time, part time numbers and FMLA.

Meeting adjourned 12:05 p.m.