

Minutes
College of Education Leadership Council
Monday, April 11, 2011
10:00 a.m. - 12:30 p.m.
COED 205

Present: Mary Lynne Calhoun, Dawson Hancock, Warren DiBiase, Hank Harris, Joyce Frazier, Vicki Jaus, Melba Spooner, Lee Sherry, Amanda Macon, Dane Hughes

Absent: Jan Hinson, Bonnie Morton, Victor Mack, David Pugalee, Sam Nixon

Guests: Dennis McElhoe, Evelyn Wingate

AGENDA ITEMS	DISCUSSION	ACTIONS/NEXT STEPS
1. Celebrating Diane Browder – and the O. Max Gardner Award	This prestigious award was presented to Diane at the Board of Governors meeting held on April 8 th . This is the first time, since the award was established back in 1949, that a faculty member from UNC Charlotte has received the award.	
2. News from the Orthopedic Ward	Bonnie will have knee surgery July 11 and will be out of the office for 6 weeks. Ellen Zavala will be her backup. Mary Lynne will have knee replacement surgery in late September. Melba will provide even more leadership during Mary Lynne's medical leave.	Give Bonnie advance notice on any proposals that will need to be submitted during that time. Mary Lynne will work with Bonnie to identify the grant strategy during her medical leave.
3. Dr. Dennis McElhoe, Director of Credit Programs: potential impact of new US Department of Education State Authorization Regulation re distance education	Dennis McElhoe and Evelyn Wingate informed the Council of a new regulation from the US Department of Education that states that the home states of our enrolled online students can collect fees. He brought a list of our students that will be affected. UNC Charlotte must respond with a Letter of Intent that we will comply by July 1 st . A	Lee Sherry will forward information on a reciprocal licensure agreement in special education across states which may be relevant to this issue. Dr. McElhoe will keep us updated about developments. There is no need for specific actions from us at this time.

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	moratorium regarding out-of-state admissions may take place until more information is gathered.	
4. Brainstorming: Need 3 assistantships for doctoral students in C & I	Chance Lewis will be bringing 2 doc students with him from Texas A&M. They will receive GASP funding but will require assistantship positions. A 3 rd assistantship will be needed for the newly established “Belk Assistant,” whose tuition/fees will be covered through the Belk endowment. Possible positions in Teaching Fellows, PDS, Charlotte Teachers Institute and CEME were reviewed.	Inform Warren and Mary Lynne of available assistantship positions.
5. Space: who needs offices for next year? Status check and problem-solving for office assignments	Office space was reviewed for incoming faculty: Michelle Stephan (C-STEM) COED 232 Chance Lewis (MDSK) COED 326 Betty Ray Butler (MDSK) COED 315 Lindsey Flynn (SPCD) COED 360F Brenda McMahon (EDLD) COED 360E Bruce VanSledright (REEL) Ian Binns (REEL) Mike Putman (REEL) Mitch Eisner (REEL) Dave Test – IES Grant - Coordinator: RSCH Suite - Secretary: Amy Palmer, no space needed - 2 GA’s: have space	Lee will check on status of room 323C for REEL to use. Warren offered a room used by GA’s across from Theresa Perez’s office. Mary Lynne will follow up with Jan on space for REEL’s new faculty. Dane will follow up with chairs regarding computers/telephones.

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	<p>Intl Visiting Faculty Dr. Ilhan – CSLG COED 361</p> <p>Exceptional Children Services (Bob Algozzine) – Contract has been expanded from 2 to 3 consultants. Office space will be funded through the grant.</p> <p>Room 233, Sandra Anderson’s old office is available.</p> <p>Jessica Braketa’s office (TEAL) is available. Melba mentioned that Monique needs space to work when she’s here.</p>	
<p>6. News from NCATE training – <i>Melba and Team</i></p>	<p>A group of 6 attended the training. They received good information on timelines and processes. The offsite visit will occur one year prior to the onsite visit. They will start to meet and focus on the identified areas.</p>	<p>Due date for the Institutional Report may change from 1 year in advance of the visit (Fall 2012) to 6 months in advance of the visit (Spring 2013). We will proceed with plans to write the draft of the IR in the 2011-2012 year.</p>
	<p>~ break ~</p>	
<p>7. Review of COED agenda for 4-15-11</p>	<p>The Dean reviewed the agenda for Friday’s Faculty meeting. The May 3rd event should be added to the agenda.</p>	<p>It was agreed that the Dean will remind the award nominees from previous years to update their award dossier.</p> <p>The Dean will also let this year’s nominees know in advance if they are not award recipients.</p>

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8. Review of edits for the vita template (Appendix A) of the RPT document	Mary Lynne has done some modest changes to the vita template used in the RPT document. This will provide a standard format for the RPT process. It was recommended to insert the updated date in top right corner (4/15/11). She will review this at the faculty meeting. Bruce Taylor has updated the table templates which will be called Appendix B.	Insert date updated on document.
9. Plans for May 3 College of Education 40 th Anniversary Gala <ul style="list-style-type: none"> • Recruiting student hosts 	A formal invitation for the event will be sent out this week. Between 150 to 200 people are likely to attend. Ed Sadler will bring greetings and the Chancellor will speak. Mary Lynne asked for 10-12 students to serve as ambassadors for the college during the event.	Respond to Mary Lynne or Melba with student names that can attend May 3 rd . NOTE: (4-12-11) The location of the event has been changed to the Bissell House.
10. Other business?	TEAL will now be officially called Teacher Education Advising, Licensure, and Recruitment (TEAL-R). Because of new responsibilities for the TEAL department, a restructuring will take place. Sam will take on the new title of Senior Advisor & Licensure Officer and Amanda Macon will take on the leadership role as Director. TEAL staff will be informed on Tuesday, April 12. A search for the vacant position of Teacher Recruiter will take place.	
11. Adjournment	Meeting adjourned 12:10 PM	