

Minutes
College of Education Leadership Council
Monday, June 10, 2013
10:00 a.m. - 12:30 p.m.
COED 110

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

AGENDA ITEMS	DISCUSSION	ACTIONS/NEXT STEPS
1. News of the Community <ul style="list-style-type: none"> a. Cornelia's retirement b. Joyce c. Other? 	<p>Cornelia Auten will retire as office manager of C-STEM due to health reasons. There are now 2 vacant positions in the department.</p> <p>Sue Rebich reported that Joyce will be returning to work on Monday, June 17.</p> <p>Dawson stated that Joanne Zhang has taken a position in International Programs.</p> <p>Hank reported that Kok-Mun Ng will be leaving for Oregon State.</p>	
2. Quick items <ul style="list-style-type: none"> a. The NCTQ report is coming: prerelease June 17 b. State Board approval of MAT in CHFD and Minor in Reading c. Late grades/ "repeat offenders" - 	<p>We will receive an advance preview of this report on 6/17. Refer any media calls to the dean. She will be working on putting our benchmarks on the college website.</p> <p>With this approval we can now move forward with enrollments.</p> <p>The late grade lists were accurate however</p>	<p>Refer media calls to the dean.</p> <p>Alert your faculty to turn grades in within</p>

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<p>some concerns in the report identified by Lee</p> <p>d. Mentors for new faculty; reminder re course mentors for part-time faculty</p> <p>e. Assessment of graduate enrollment management: Need a COED point person</p> <p>f. Are you aware of any clinical faculty who would like to be reviewed for promotion next year?</p> <p>g. Faculty Workload follow-up</p> <p>h. Ludwigsburg report</p>	<p>the repeat offenders were not correct. The dean urged everyone to use the “48 hour” rule, turn your grades in within 48 hours after exams.</p> <p>All new faculty have been assigned mentors. Part-time faculty should have a course mentor. Please assign one and let each of them know.</p> <p>Tom Reynolds is requiring a point person from each college to work with Eduventures on improving the Graduate School. Dawson volunteered.</p> <p>The dean asked for clinical faculty that may go through a review next year. Brenda Romanoff, Delores Lee and maybe Shawnee Wakeman. Let Mary Lynne know.</p> <p>Mary Lynne recommended that you keep track of course loads in your department. Use consistency and document it.</p> <p>The dean reported that the 19th annual symposium went well. Presentations were excellent and meaningful. Melba and Dawson will take the lead with Dean-elect McIntyre to continue the collaboration. Next year’s symposium dates in Charlotte</p>	<p>48 hours of exams.</p> <p>Chairs – assign a mentor to your p/t faculty Consider working with Dean/ Associate Dean in setting up part-time faculty orientation in Fall.</p> <p>Mary Lynne will send Dawson’s name to Dean Reynolds.</p> <p>Alert Mary Lynne to possible clinical faculty promotions for next year.</p> <p>Track and document your faculty course load releases.</p>

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<ul style="list-style-type: none"> i. Status check on reports: Thank you for all that you've done! 	<p>are June 9-14.</p> <p>Annual Reports have been uploaded. Emily will be checking rubrics to make sure they match. Faculty annual review letters will be completed soon. Work is being done on the IHE Report. The Budget Presentation went well.</p>	
<ul style="list-style-type: none"> 3. The worst thing: SB 402 - the end of pay raises for teachers with master's degrees <ul style="list-style-type: none"> a. Immediate and long-term implications: beginning the conversation 	<p>Pay raises for teachers obtaining master's degrees may be cut from the budget, although not finalized yet. Enrollment in Master's degrees for teachers accounts for 8% of UNC Charlotte's graduate school enrollment. We may need to re-think our degree programs. We need to make sure to support our currently enrolled students toward degree completion while thinking strategically about future course schedules.</p>	<p>We should continue to track not only the state budget concerning this state provision but also how the local school systems are responding (e.g., are there any school systems that may provide local supplements for master's degrees?) Scheduling for spring 2014 will require careful analysis of status of master's degree enrollments.</p> <p>Long-term strategic design of new iteration of master's degrees might be considered in partnership with other UNC campuses, and perhaps with national consultants such as EDUVENTURES.</p>
<ul style="list-style-type: none"> 4. Welcoming Dean McIntyre <ul style="list-style-type: none"> a. Meeting schedule for Summer/ Fall – Kathie b. What needs to happen now? 	<p>Kathie distributed the master schedule of meetings and requested everyone to check for accuracy and conflicts.</p> <p>Dane indicated that a careful analysis of web content is under way.</p>	<p>Alert Kathie to conflicting dates on Master Calendar.</p>

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5. New communicator: Latricia Boone to join UNC Charlotte June 17	Latricia Boone starts June 17. Her office will be located in CHHS. She will be developing a new communication strategy with Ellen. Mary Lynne urged everyone to set up a meeting with Latricia to discuss their needs.	Set up a meeting with Latricia to discuss needs. (Kathie is contact)
6. Other business	<ul style="list-style-type: none"> ➤ Amanda reported that the Praxis 1 will be changing and will link to the common core standards. ➤ Dane reported that wireless in the building has been updated with no cost to the college. A new iPad cart and 30 iPads are now available for checkout. ➤ Emily reported that there is a deadline for TaskStream changes. ➤ Amanda stated that Union County is interested in Teacher Coaches and will develop a private contract with UNC Charlotte. ➤ Dawson will be visiting Union County along with the Chancellor. He would like to be informed of any work being done with the county. 	Praxis 1 Update: Email received from Rachel McBroom. Potential candidates can continue to take the current Praxis 1 test through 2013-14 academic year to be determined by the campus. The Core Academic Skills test will not implemented until 9/1/13.
	~ break~	

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7. Work session for Mary Lynne, Melba, Emily, Vicki, Jan, Lee, Amanda and other interested parties: IHE Performance Report	A work session met after the regular meeting was adjourned to generate content for the IHE Performance Report question on how UNC Charlotte is responding to State Board of Education priorities (e.g., SB724).	Vicki is drafting response to the IHE question, based on the discussion.

Meeting adjourned 11:40