



## **Department of Middle, Secondary and K-12 Education**

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### **MDSK Department Minutes Friday, October 9, 2015 11:30 am – 2:00 pm COED 110**

**Chair of Meeting: Scott Kissau**

**Attendees:** Josh Avery, Bettie Ray Butler, Heather Coffey, Rosslyn Crandell, Hilary Dack, Warren DiBiase, Paul Fitchett, Tom Fisher, Laura Hart, Tina Heafner, Charles Hutchison, Lan Kolano, Salas Spencer, Rex Mangiaracina, Cornelia Okraski, Tesh Ramey, Greg Wiggan  
E. Kinloch, A. Lee, T. Pennell

**Guests:** Ellen McIntyre, Dean; Joyce Frazier OFE

#### **1. Call to Order at 11:45 am**

Approval of Minutes, August 21, 2015-Dr. Warren DiBiase motioned the minutes to be approved.  
Dr. Tina Heafner seconded the motion. Minutes approved.

#### **2. Announcements**

- ❖ Scott thanked Laura Hart, Lan Kolano, and Joan Lachance for providing lunch.
- ❖ Scott introduced Tesh Ramey, Arts Education Specialist. (College of Arts & Architecture)
- ❖ Scott introduced Cornelia Okraski. (University Supervisor & methods instructor -Foreign Language Education)
- ❖ Scott reminded faculty to sign up for the potluck for MDSK Departmental meetings (Signup sheet on refrigerator in MDSK Office/kitchen).
- ❖ Paul Fitchett informed the faculty that the PhD Information Session will be held on October 10, 2015 at Center City 1:00 pm to 3:30pm. Expecting about 30 applicants to attend the event.
- ❖ Reminder of COED Picnic Day is today October 9, 2015

#### **3. MDSK Permanent Department Chair Search (Dean McIntyre)**

- Dean McIntyre stated an internal search will be conducted. She added:
  1. She is not unhappy with the work of the current chair.
  2. She stated there are current colleagues in MDSK with great potential for leadership that may want to apply for the position.
  3. If hired internally it will leave an open position. (Faculty search)
- Dean McIntyre specified:
  - She has decided the MDSK department will work as the search committee
  - A position description will be provided and posted October 2015.
  - Applications will be accepted until November 25, 2015.
  - MDSK faculty will have the opportunity to provide feedback to the Dean. She will take your views into consideration for hiring decisions.
  - If current chair is not hired, the person hired will start as Interim Chair
  - If hired externally, will need to get permission from the Provost.

#### 4. Updates

- ❖ **Revised Student Learning Outcomes (SLOs) used for SACS/CAEP standards-(Laura Hart discussed)**
  - Time to update SLOs.
  - Documents with draft language for the initial and advanced programs (aligned with CAEP standard 1) were distributed to chairs, directors, and coordinators.
  - Spencer asked “What are the bases for the rubrics?” Scott replied “CAEP has level 3 criteria for rubrics. Rubrics need to have qualitative descriptions that are not vague. They need to be very specific and actionable. In other words, the descriptions must provide candidates with suggestions for how to improve. These requirements apply only to rubrics used for assignments that provide SACS/CAEP data.
  - Laura has established a timeline for programs to discuss and revise their rubrics.
- ❖ **Status on NCIS Initiative (Rex Mangiaracina discussed)**
  - Rex and Laura visited schools in four different districts to pitch the program in August 2015.
  - Rex met with school partners in September 2015 then communicated about the checklist of expectations and experiences in October 2015
  - Positive feedback was reported from candidates participating in the NCIS project.
  - Laura and Rex will conduct a meeting in December and invite candidates to share their pros, cons and thoughts on ways to improve the program.
  - Rex will provide a list of NCIS candidates to instructors so that candidates may share their experiences in class.
  - It’s been approved to build a NCIS site: a link for NCIS program will be accessible by the end of October 2015.
  - Laura is working with Amanda Macon and the Graduate School to have a system setup for accepted candidates to receive emails about NCIS.
  - Laura encouraged using the checklist to provide feedback.
- ❖ **Committee reports (Scott Kissau)**

Joyce distributed a handout on “Faculty Licensure Expectations.” Melba Spooner initiated the concept that faculty would rotate through student teaching supervision.

  - The following applies to faculty wishing to supervise student teachers or teach methods:

Methods classes:

    - should have P-12 classroom experience
    - if no teaching experience, line of research must be current and applied research related to the content of the course
    - department chairs make final decision

Supervision:

    - must have P-12 classroom experience
    - must have held a teaching license
    - must demonstrate currency of experience in agency/P-12 classrooms
    - if does not have that current experience, can participate in prescribed activities the year before supervision
  - As part of our SACS accreditation, Scott informed the faculty that he received inquiries about the qualifications of faculty teaching advanced methods courses. SACS requires evidence, such as a teaching license in the content area, to demonstrate that faculty are qualified. Scott asked if someone in TEALR notifies the departments that licenses are about to expire. Laura replied that Kevin Parsons sends out email notifications.
  - Heather Coffey and Susan Harden provided Scott with the minutes from the College and University Faculty Councils which he will forward to everyone via email.
  - Becky O’Brien was hired for the temporary Academic Advisor position. It will be housed in TEALR for this academic year. The search committee consisted of Scott Kissau, Teresa Petty, Kevin Parsons, and Scottie Stamper. A search committee has been established to fill the permanent Clinical Faculty position for August 2016. Spencer Salas, Teresa Petty, Kevin Parsons, and Scottie Stamper are a part of this committee.
  - Job is now posted online and in the Chronicle. If faculty members know of someone who might be

qualified, they should encourage them to apply. This position is for a Clinical faculty member which could be a Clinical Assistant Professor (PhD) or a lecturer (Master's degree)

**5. MDSK Data Day**

- The faculty was divided into discussion groups based on programs. Scott sent data that consist of 1) edTPA results, CT and US scores, disposition data, PRAXIS II scores, EE6 scores, and exit survey results for initial licensure programs; 2) comprehensive portfolio and capstone research project scores and exit surveys for MAT/MEd programs; and 3) comprehensive exam scores, dissertation completion results, and scores on "Experiencing the Other" assignment for the PhD program. Each group was instructed to analyze the data and present a 5 minute presentation on the strengths of the program, areas for improvement, and possible next steps. Heather Coffey, Paul Fitchett, Lan Kolano, and Tina Heafner were the spokespersons for their respective group. Scott also asked for this information to be sent electronically to him. Individual program reports will be housed in Moodle and shared with Laura Hart.

**6. Faculty Sharing**

Lan Kolano shared she is working at Newell Elementary School. She is teaching her class (TESL 4204: Inclusive Classrooms for Immigrants) there on Mondays. She organized 50 of UNC Charlotte students to participate in the North Star initiative.

Charles Hutchison spoke about developing an International and Staff Learning Community in concert with OIP and CTL which will help address the teaching and social needs of international faculty and staff. He also has a book coming out by the end of the semester that addresses the many challenges experienced by international faculty.

Bettie Ray Butler shared that she has established a school partnership with CMS Schools through Turning Point Academy. She has leveraged this partnership to create a mutually beneficial relationship between CMS, Turning Point Academy, the undergraduate students in MDSK 2100 (by way of clinical/volunteer hours) and the doctoral students in EDCI 8314 (through service learning/advocacy and school reform).

Adjourned: 1:50 pm