

MDSK DEPARTMENT MEETING
FEBRUARY 18, 2011
MINUTES

1. Call to Order
 - a. Motion to approve minutes from January 14, 2011 meeting made by Paul Fitchett.
 - b. Seconded by Dan Saurino.
2. Old Business
 - a. Michelle Polidura is inputting the fall 2011 schedule. She is also checking last fall's enrollment numbers to see if we can use our conference rooms and/or our rooms 108 and 165.
 - b. Regarding the reservation of our conference rooms in the future....do not assume that you were granted permission to use the conference rooms UNLESS you receive a confirmation email from either Terri Pennell or Micki Crowder.
 - c. If you have not already paid your coffee dues, please provide Michelle Polidura with your payment for coffee and supplies.
 - d. As a reminder, the network printer will be moved into Theresa Perez' office.
 - e. Jeanneine Jones is done with her course and curriculum proposal due to the assistance of Tina Heafner. All proposals for MDSK are on the agenda for March.
 - f. Laura Hart disclosed that we still have \$2,500 to spend in the library. If no one else wants to order anything, Greg Wiggan will be using the remaining funds as he is the last one to turn in any requests. So, if you would like to order anything, please let Laura know ASAP of your requests.
3. EE2 and Plagiarism
 - a. To ensure the accuracy, honesty, and integrity of the EE2s, TaskStream has built in a system to check for plagiarism. This system is called "TurnItIn".
 - b. When the students upload their work to TaskStream, they can send it through TurnItIn themselves, or the faculty can run it after receipt.
 - c. The students MUST give permission to have their work checked. The lawyer indicated that it was agreeable to inform the students that we need their permission to run their work through TurnItIn, however, if permission is not granted, we reserve the right to not grant them a recommendation for licensure.
 - d. Students need to sign the form to be kept on file.
 - e. Faculty with electronic evidences in their syllabus need to include the statement above regarding the plagiarism software TurnItIn.
 - f. The EE2 works are previously graded. The question was posed: "What happens if plagiarism is uncovered post grade?" The Code of Academic Integrity is the process you follow if you suspect plagiarism.
 - g. Vicki Jaus is working on the implementation of this spring semester of 2011.
 - h. Vicki needed volunteers to help with this implementation. Jeanneine Jones and Diana Dagenhart both volunteered.

4. Faculty Diversity Scorecard/Climate
 - a. The College of Education is doing a good job of being diverse. NCATE has kept us on our toes regarding this issue.
 - b. Greg Wiggan noted two areas worthy of discussion:
 1. University wide, we have made some gains in diversity in untenured faculty, but, as we move up the ranks, there is less diversity.
 2. We sometimes only seek one African American female full professor college wide.
 - c. Diversity encompasses climate and space and takes a lot longer than just employing minorities.
5. Proposal to Raise Graduate Admission GPA Requirements to 3.0
 - a. This would have a severe impact on the GTC students. It is not known how it would impact the M.Ed. degree.
 - b. The impact would be great on the minority students, as historically, they are the ones not meeting the minimum requirements.
 - c. We stand the chance of losing a lot of good teachers with these criteria.
 - d. A question was raised as to how many students this would affect. Micki Crowder will research this and let Teresa Petty know.
 - e. It was stated that UNC Charlotte should not have a lower standard than that of other university systems.
 - f. Are we responding to the needs of the market or the needs of our university?
 - g. This issue will be on the March agenda. We will table it until our next department meeting.
 - h. Jeanneine will test the waters in the other departments to see what their opinions are with regards to this new GPA.
6. Annual Review Format Change
 - a. This year we will be piloting a new annual review format. No longer will we use the words "Meets, Exceeds or Does Not Meet Expectations" on the annual review letters. Instead, your letter will be more of an assessment. It will discuss your accomplishments and achievement over time and what deserves recognition. There will be a summary paragraph stating whether or not you are on track for tenure.
 - b. The faculty submissions regarding this evaluation process remain the same.
 - c. The question was posed as to whether or not this change addresses the root of the problem. The answer was "NO".
 - d. The faculty suggested that the letter also include goals for the faculty to meet over the next year.
 - e. A mandatory face-to-face meeting was requested for those junior faculty to help them strategize for the next year.

- f. There needs to be consistency across departments with how the Chairs describe the work of department faculty.
 - g. The letter really needs to be critical, if necessary. No sugar coating if we really want the candidate to make improvements.
 - h. A suggestion was made to host workshops for the CRC and DRC committees.
 - i. A motion was made to maintain the old system and ramp up the mentoring system with workshops.
 - j. The motion was seconded by Scott Kissau.
7. Online Course Evaluations
- a. This year we are piloting a face-to-face evaluation online. We need 8 courses from the College of Education to participate. Volunteers were requested.
 - b. Theresa Perez and Tina Heafner volunteered to participate in this pilot. (Remember, these evaluations are critically important to the tenure/promotion process.)
8. Fall Schedule
- a. Warren does not yet know what courses Heather Coffey will be teaching as the English department has not informed him of their need.
 - b. There is a need for someone to teach 6162 online.
9. Committee Reports
- a. COED Faculty Council – No update.
 - b. UNC Charlotte Faculty Council – If you would like to be nominated for a faculty governance position, please email Teresa Petty.
 - c. DRC – No update.
 - d. COED Information Technology Advisory – SPSS changed from version 16 to version 19. They only run on UNCC computers.
 - e. Library Representation – Report given on page one.
 - f. Internationalization – The website is ready to go live. All international based communication will be visible at this point on the website.
 - g. MDSK Searches – Bettie Butler accepted the position of Assistant Professor. An offer was made to Joyce King, who, negotiated and then turned down the position. Chance Lewis is now in negotiations with UNC Charlotte. He will provide us with a decision by February 21st.
10. Meeting Dismissed at 1:30p.m.