

**MDSK FACULTY MEETING
OCTOBER 15, 2010
MINUTES**

1. Call to Order

- a. Approval of minutes from September 17, 2010 motion made by Charles Hutchison, seconded by Tina Heafner.

2. Old Business

- a. Request by Judy Walker was not approved through the Dean's office prior to Judy requesting funds from us. Therefore, the Dean wants our department to gather information on how we will use the C&I center and pass that information on to Warren to then inform the Dean. The Dean will then assess the need.
- b. Course and Curriculum Proposals – Thanks were extended to those faculty members who turned their proposals in on time. A special thanks was extended to those faculty members who wrote the SACS report.

3. Announcements

- a. Textbooks – The deadline for ordering textbooks is today, October 15, 2010. Please give Terri your order if you have not already done so.
- b. Travel Money – All indications are that there will be a budget FREEZE in April of 2011. Therefore, be sure to prepay as many of your future travel expenses as possible in order to not lose out on funding in the spring.
- c. Spring Schedule – The spring schedule is online now. If there are any problems or corrections, please contact Warren or Micki as soon as possible.
- d. Summer School Schedule – Discussed. If you are interested in teaching summer school and are not currently on the schedule, please see Warren.
- e. Electronic Evidences – Diana Dagenhart has been selected to be the official person to sign off on the electronic evidence form for both graduate and undergraduate students prior to student teaching.
- f. COED Room 165 – The condition of this room was brought up and discussed. Please remove any and all posters, etc., from this room within the next week. Otherwise, we will have our student workers remove and trash any remaining objects as well as spruce up the bulletin boards.
- g. RTP Revisions Recap – Jeanneine and Bruce Taylor have been working on this revised document. Implementation will begin in the fall of 2011. Please pay special attention to dispositions. Next year the revisions will be followed by the "letter of the law".

4. Undergraduate Middle Grades Student Teaching

- a. The split semester for undergraduate middle grades students is working well. We will proceed this way in the future.
- b. Melba Spooner is putting together an implementation group to combine OFE, Vicki Jaus, and Dane Hughes. The first group to experience implementation of taskstream portfolios will be the TFAs admitted in the fall of 2010. They will be doing all 6 evidences in one semester.
- c. It was mentioned that if you are currently teaching methods, to be aware that Taskstream is now used to house evidences. If you need more instruction, please see Dane Hughes.

- d. Evidences 2, 3 and 6A are to be cleared in order for the student to be permitted to student teach. TFA students have different criteria. WE NEED TO BE SURE TO MAKE IT CLEAR TO THE STUDENTS THAT THESE EVIDENCES MUST BE DONE IN ORDER TO BE CLEARED FOR STUDENT TEACHING.
- e. OFE is piloting a method for Evidence 4, the Certificate of Teaching Capacity. There is a Met/Not Met criterion. This is a high stakes requirement. Again, faculty need to know how to get this information across to students prior to them applying for student teaching.
- f. Once the evidence is scored, it is locked. The “turn it on” plagiarism tool is automatic in Taskstream. *Be sure to include the disclaimer in your class syllabi.*
- g. Revisioning – We will be implementing the electronic evidences this semester. There have been a lot of unanticipated conflicts arise. Please bring any problems to Warren’s attention.

5. Special Requests

- a. Taking Methods with Graduate Internship – It was unanimous that taking methods while taking the graduate internship would NOT be allowed. Except under very special circumstances. However, TFA students can finish the program in 2 years. So, they can take a methods course at the same time as Graduate Internship. They have excellent support.
- b. Taking content courses after taking Graduate Internship – It was decided that a committee would be formed using the Program Coordinators as members to decide on the outcome of the Special Requests. The Special Requests would be brought to each monthly Program Coordinators’ meeting and at that time if an advisor needs to be consulted, it would happen then.

6. Background Deficiencies

- a. Some discussion was had as to whether or not we would accept P/F courses from other Universities when it came to background deficiencies. The consensus was that if the student was a good student and produced good work, it would be accepted. If the student has GPA issues, probably not a good idea.

7. Committee Reports

- a. COED Faculty Council – Issues were raised at the meeting included faculty moral, pay, workload sharing, and report writing. It was noticed that the same people do all the “heavy lifting”. The Dean shared that there would be a core position for GA help in the future. As for the Strategic Plan, this year we are working on the standards.
- b. UNC Faculty Council – A special thanks to those involved in the SACS report. The Chancellor spoke on the budget as things are not looking good for next year. An \$11 million dollar cut is in the works.
- c. IT – We will be phasing out Novell. By November, 90% will be phased out, to be completely phased out by December. The new system should be faster. By June 30, 2011, Blackboard Vista should be ending. The voicemail system will be upgraded again in November. Taskstream is currently in effect for collecting evidences.
- d. Library – Laura Hart reported that we are not contributing to the C&I Center and that we have a balance of \$5,000 to be spent. Please provide Laura with ISBN numbers and she will compile a list of our needs/wants.
- e. Internationalization Committee – Meets next Tuesday, October 19, 2010.
- f. Search Updates – Lan reported that there were a couple of inquiries.
- g. Other – Tina provided an interview schedule for our Department Chair candidate...Warren DiBiase. Please be involved in the interview process and be ready with any unanswered questions you have for him.

8. Other Issues

- a. The printer in room 312D may need to be moved, or, perhaps, we will move Monique Pollock to the small conference room in order to not have to move the printer.
- b. We need to have something in place for noncompliance in the IRB process. Students are not getting proper approval before beginning research. This is also an RPT issue.

9. Meeting Adjourned