

**Minutes**  
**MDSK Department Meeting**  
**Friday, November 22, 2013**  
**11:30 – 12:30 PM**  
**COED 110**

1. Call to Order

- ❖ Approval of minutes from October 18, 2013 (sent out via email). Charles approved, Heather seconded.

2. MEd in Urban Education- a status check (Chance Lewis)

- ❖ Chance met with Dawson Hancock and he urged Chance to keep the ball rolling for this program. They are working through the logistical items. Chance hosted a meeting this past Monday in which interest in the program was expressed. As a starting point, the graduate catalog courses are being compiled and suggested courses are welcome. Chance asked those in his meeting for course suggestions to fit in program. Ideas /courses from other institutions with this same program are also being considered. Hopefully, there will be funds from Distance Education and incentives will be put in place to make this program attractive nationally. Dawson asked Chance for vision description for this program. Chance stated that this program could be utilized to take the place of Master's Program not used in Educational Leadership.

3. Announcements and Updates - Warren

- ❖ MDSK is honored to acknowledge Diana Dagenhart will be with us full time next year.
- ❖ Reminder for everyone to please turn in their Conflicts of Interest forms and, if applicable, External Professional Activities for Pay forms. These forms can be found at: <https://legal.uncc.edu/policies/up-102.2>.
- ❖ Textbooks for Spring 2014 - Terri sent out an email that she can help w/textbook orders. Orders for spring were due October 18<sup>th</sup>. Please send your confirmation of orders to Terri or cc: her on your order.
- ❖ Administrative Assistant search – We have scheduled two interviews on Monday, November 25<sup>th</sup> and one interview on Tuesday, November 26<sup>th</sup>. Two candidates are presently working on campus as Temps. We hate to lose Vanessa in the MDSK office, but she will remain in the department working for Chance as a Part-Time Temporary Clerical in Center City, so she can spend more time with her baby.
- ❖ The Editorial Board needs one volunteer as MDSK representative...Charles volunteered. The Board has an extracurricular magazine published quarterly, in which they have only one issue left in paper form, and then the magazine will be going online. Blurbs on research for this magazine are solicited.
- ❖ Reading Day - Progressive Luncheon is December 5<sup>th</sup>. MDSK is to provide the breakfast items on the second floor at 9:30 am, so please write your name and the breakfast item you'll bring on the chart posted on the refrigerator in the workroom. Joan Lachance has volunteered to be on the clean-up committee. Thank you, Joan!

- ❖ COED End-of-Semester Reception, in which all faculty and staff are invited, will be hosted at Dean McIntyre's house, Friday, December 13<sup>th</sup>, at 4:00-8:00 PM.
- ❖ Office of Intercultural Outreach Programs Australian student pen-pal program, January 11<sup>th</sup>-February 1<sup>st</sup> (Joan Lachance). The Australian student will be here for two weeks and Joan Lachance will be the liaison. This program will improve dialogue between American students and Australian students.
- ❖ Program Coordinators need to schedule a program meeting with the Dean with information regarding their programs, such as a PowerPoint presentation. Please get together with Kathie Goldman and schedule date.
- ❖ Commencement is Saturday, December 14<sup>th</sup> at 3:00 PM. Please email Warren to let him know if you are going. We need count.
- ❖ Grades are due by noon – Monday, December 16<sup>th</sup>! Independent studies please email grades to Warren before noon.
- ❖ Website changes-our webpage will be [mdsk.uncc.edu](http://mdsk.uncc.edu). Ed is changing design. More info to follow.
- ❖ "Special winter session" - Rollout December 16<sup>th</sup>. Advanced Methods Courses will have to issue an Incomplete, and then submit a grade change.

4. Summer Schedule-Terri uploaded summer schedule. Looks good. Thank you, Terri. We are \$25,000 over budget this year. Allocation was only \$45,000. Doctoral classes have low enrollment, although Greg said they look good this next semester.

#### 5. Committee Reports

- ❖ COED Faculty Council (Butler, Hutchison) – Bettie-Dean wants to improve communications w/faculty. Ideas? Please email Bettie or Charles.
- ❖ UNC Charlotte Faculty Council (Fitchett, Coffey) – Heather-In May, three commencement ceremonies (1 Friday, 2 Saturday). COED-Saturday. Seven core competencies on how to impact undergraduate education: \*Critical Thinking \*Critical Writing \*Written Communication \*Oral Communication \*Information Literacy \*Creative Thinking \*Global Learning. Enrollment is up to 26,561 with an 80% retention rate, 4<sup>th</sup> largest university in the system, 2<sup>nd</sup> behind NC State in undergraduates, modest growth in 2014-15. However, capital project funds diminished. Early College High School with STEM and Energy focus to be established at the JW Clay entrance of campus. CMS district-wide magnet. 9-13 grade curriculum with early college emphasis. Budget allocation for salary compression of senior faculty only \$900,000. Chancellor will attempt to address salary issues with non-faculty staff and part-time faculty next year. Development of Hotel/Conference Center. Chancellor is 70% sure that the General Assembly will offer a 2 – 2.5 % salary increase for state employees next year (election year).
- ❖ DRC (Petty, Jones, Kolano) - Jeanneine-Letters have been distributed. Chance is Chair of DRC this year. Seminar with group of people to make sure all is done correctly. No clinical faculty up for promotion this year. Joyce or Tarra elect for clinical assistant representative for DRC this next year.

- ❖ COED Information Technology Advisory (Petty) – No update.
- ❖ Library Representative (Butler) – Library has reopened multi-media lab on second floor with ten computers available. Equipment rental is not yet available to everyone. Don't have allocated budget at this time, but looking into it. Heat sensors to gauge library use. Another sensor to gauge noise level to determine quiet areas. [Library.uncc.edu](http://Library.uncc.edu) has website button to locate computer access (map) and reserved public group study room access, so you can join them.
- ❖ Internationalization (Kissau, Wiggan) - Greg-Next semester (Spring 2014), the Internationalization Committee will be collecting data from faculty regarding their work in internationalization as it pertains to teaching, research, and service. Scott is working on template to collect data from faculty. Guest speaker, Dr. Poe, from East Carolina University will be presenting on "Globalizing Education" today, 11/22/13, between 1 and 3 p.m.
- ❖ MDSK Advisory Committee (Hutchison) - One person was funded. We need to promote future programs and invite any interest for programs to survive. High interest area in reviving some programs that are dying. Cause for alarm, we need to think of solutions as a unit. Problems with mostly high school programs. We need to collaborate as a group so we can survive our temporary problematic areas. Send Charles ideas to jump these hurdles. Warren-Dean met w/two legislatures and higher pay for Masters Degrees will not be resurrected. One idea was to let National Board Certification students earn Masters and Certification together. Future for higher Masters' pay is bleak. Myra & Laura-Teacher Cadet Programs are not getting support from this college as they should and, in some instances, no more funding.
- ❖ MDSK Dispositions Committee (Kissau) – no update

Meeting adjourned at 12:30 pm.