

Department of Special Education and Child Development
Departmental Meeting
March 15, 2011

In attendance: Anderson, Baxter, Beattie, Browder, Brown, Campbell-Whatley, Cooke, Correa, Deason, Jordan, Lamorey, Lara-Cinisomo, Lo, Matthews, O'Brien, Rebich, Romanoff, Sherry, Shue, Smith, Spooner, Test, Wakeman, White, C. Wood and W. Wood.

1. **Call to Order:** Dr. Sherry called the meeting to order at 12:35pm.

a. **Approval of Minutes (2/8/11):** Dr. Baxter moved to approve the minutes and Dr. Smith seconded the motion. The minutes were approved by common consent.

Lunch today was provided by David Test, Charlie Wood and the UNC Charlotte Chapter of SCEC.

2. **Information Items**

a. **Looking Forward Campaign:** Dr. Sherry stated that College Anniversary Gala will be held May 7th in the Harris Alumni Center.

b. **Student Council for Exceptional Children Update:** Megan Nash, President; Jordan Moore, Vice President and Megan Mubarak, Treasurer gave a report on the organization's activities, some of which include participation in the Autism Society and The Thrift Shop, the Walk for Robbie on April 17, the Walk for Autism Speaks in October, and Special Olympics in Cabarrus County in April. The organization is also raising money so that the students can attend the NC CEC Conference in February.

c. **SAC Biographical Sketch:** Dr. Sherry stated that SACS will require that each faculty member complete a biographical sketch in the format that was shared with faculty members as part of the SACS accreditation process. Academic Affairs will provide instructions online at a later date. These sketches must be made available to SACS reviewers electronically prior to their onsite visit.

d. **2010-11 Annual Faculty Reports Due:** Dr. Sherry stated that the format for the Reports remains the same as last year and are due on April 15th. The ratings will be changed this year and the Dean has left those changes up to individual departments to decide. Much discussion ensued regarding the expectations of faculty at the time of promotion tenure based upon annual faculty review letters completed by the Chair. Dr. White stated that the promotion and tenure reviews are completed by committees at the department and college level and are independent of the Chair's reviews. Dr. Sherry requested recommendations about how faculty members would like Chair feedback structure in the Annual Review Letters. The general consensus was that the Annual Reviews should be comprehensive with the terms "does not meet expectations," "meets expectations," or "exceeds expectations". Dr. Test moved that the Chair should continue with the criteria as is, Dr. Anderson seconded the motion. The motion carried unanimously.

e. **Graduate Faculty Reappointments:** Dr. Sherry distributed the new form that must be completed by each faculty member before he writes the letter to recommend membership in the Graduate Faculty.

f. **Proposal to Raise Graduate School Admission Requirement to 3.0:** Dr. Sherry reported that the Graduate Council proposed that all admissions to the graduate school be based on a 3.0 GPA. This would be a problem for our MAT program due to people coming from alternate career backgrounds. The Graduate Council considered a proposal to make an exception to this plan of action but have not made a final determination. It appears that they agree with this proposal and will make an exception.

g. **Plagiarism Detection Update:** Drs. Baxter and Lamorey met with Dr. Vicki Jaus on March 2nd to discuss a consent form to submit all evidences to terminate for plagiarism. This can be done legally due to licensure requirements. It can't be required for an individual course but can be required for licensure. The plan is to have all students sign the consent form. It is a possibility that this will be handled in the Office of Teacher Licensure. Much discussion ensued.

- h. College of Education Faculty Council Update:** Dr. Shue stated the Dean would like any comments on the Conceptual Framework to be directed to Drs. Wood, White, V. Jaus, or Petty. The initial vote on the conceptual framework this will be in April.
- i. University Faculty Council Update:** Dr Anderson reported that the Council has not met since last faculty meeting.
- j. CHFD 32nd Annual Conference:** Ms. Deason reported that the Conference will be held next Friday. It is a one day conference this year. A link to the brochure is on the departmental website. Linda Galinsky is the morning keynote speaker and Rebecca Shore from Educational Leadership is the afternoon speaker.
- k. College Representative to University Committees:** Dr. Sherry shared with the faculty the Committee descriptions to prepare for nominations at the College Faculty Meeting on Friday, March 18.

3. Action Items:

- a. Departmental Representatives to College Committees –
Committee Elections: Nominations -- All

Dr. Sherry requested that faculty members complete nominations for positions on College Committees. Self-nominations were accepted. Nominees included:

College of Education Faculty Council (1) (2 year term 2011-13)
Nominee: Ya-yu Lo

Department Review Committee (2) (2 year term 2011-13) and (1 year term 2011-2012)
Nominees: Vivian Correa, JaneDiane Smith, Michael Matthews, and Charlie Wood

College Review Committee (1) (2 year term 2011-2013)
Nominee: Diane Browder

Undergraduate Student Awards Committee (CHFD) (1) (2 year term 2011-2013)
Nominees: Jamie Brown, Pam Shue

Internationalization Committee (1) (2 year term 2011-2013-CHFD)
Nominee: Sandraluz Lara-Cinisomo

University Faculty Council Representative (2) 1 representative (1 year term 2011-12) and 1 alternate (1 year term 2011-12)
Nominees: Kelly Anderson, Chris O'Brien

4. Open Agenda:

- 5. Adjourn:** There being no further business; the meeting was adjourned at 1:50.