

Special Education and Child Development
Departmental Meeting
October 22, 2013

In attendance: K. Anderson, Baughan, Baxter, Brown, Browder, Campbell-Whatley, Correa, Jordan, Lo, Matthews, Murphy, O'Brien, Rebich, Romanoff, Sherry, Shue, Smith, Spooner, Test, Wakeman, C. Wood, and W. Wood;

1. Call to Order (12:42)

a. Approval of Minutes (8/27/13):

- W. Wood made a motion, seconded by J. Baxter, to approve the minutes with the amendment that N. Cooke was not in attendance. The minutes were approved by common consent with amendment.

b. Approval of Minutes (9/17/13):

- D. Browder made a motion, seconded by K. Anderson, to approve the minutes. The minutes were approved by common consent.
- Dr. Sherry expressed a special thanks to F. Spooner for facilitating the September meeting in his absence.

2. Information Items

a. News of the Community (Dr. Sherry):

- Dr. Sherry announced Ya-yu's engagement to Frank Crutchfield.
- Dr. Sherry noted for the record that Brenda Romanoff is retiring at the end of the year (1/2/2014) after 38 years in special education.
- Dr. Sherry also announced (for the record) his own retirement as of June 30, 2014 after 44 years in special education.
- Dr. Sherry also wished Diane a happy 60th birthday.

b. NCATE Accreditation Review: Meeting Schedule (Dr. Sherry):

- Several faculty members will be participating in the NCATE site visit interview schedule. Dr. Sherry reviewed the schedule and announced faculty participation. Please review the schedule so that you know where and when you are to meet with Board of Examiner representatives: Janet (assessments); Ya-yu and Lee (RPT process); Diane (scholarly work); Lee (strategic plan); Kelly and Charlie (faculty instruction); Lee (mentors); Kelly and Deana (advanced programs).

c. Annual Conflict of Interest Disclosures: New Online Reporting System: AIR (Dr. Sherry):

- There will be training for new online system, however, it appears to be quite intuitive.
- A Conflict of Interest form will be completed for each new project.
- External Activities for Pay and will also be on line.

d. University Graduate Council: Updates (Dr. K. Anderson):

- Discussion occurred regarding courses GRAD 7999 and 9999. These are to be used when a student finishes late and needs a course to rollover to the next semester.
- The Apply Yourself admissions program is being replaced by AdmissionsPro. The Graduate School expects to go live with the new program during the week of November 1st. They will offer several training sessions.

e. Academically or Intellectually Gifted Faculty Search (Dr. Matthews):

- Joining Michael on the Search Committee are Pam Shue, Kelly Anderson, Leah Wood (doctoral candidate), and Paul Fitchett (MDSK).

f. Special Education Faculty Search (Dr. Lo):

- There are already 6 applicants; review will begin on November 15th.

g. Department Searches (Dr. McIntyre):

- Dr. McIntyre joined the department meeting at 1:05 pm.
- She reminded all Search Committee members that diversity training is required. She is hopeful that we will continue to raise the standards for new hires. It is a competitive market and we must step up our recruiting efforts. She will be transparent in discussions regarding compression of salaries and higher salaries paid to new hires. Dr. McIntyre stated that there are no internal candidates for the SPCD Chair position.

- Search Committee members for the Chair position are: David Test, Chair, Diane Browder, Deana Murphy, Hank Harris, Dennis McElhoe. There is no consultant or search firm being used for this vacancy. Dr. McIntyre encouraged faculty to be talking to their peers and colleagues as a recruiting resource.
- h. Leadership Feedback Survey** (*Dr. McIntyre*):
- Dr. McIntyre spoke briefly about putting a survey out to the faculty before the winter break and asked for input for questions that needed to be included on the survey, i.e., how are things going/ communication from leadership to faculty and back/ what are some of the key impact projects within the College. David suggested a question regarding respect, empowerment in faculty governance. Questions/ suggestions should be submitted to Lee by the end of the week so that they can be collated and circulated to faculty before going to the Dean.
- i. COED Connections: Information to Latricia** (*Dr. Sherry*):
- Please continue to send information about your achievements to Latricia.
 - Latricia is using *COED Connections* to improve/ enhance communication within the College.
- j. Extracurricular: Research Stories** (*Dr. Sherry*):
- Focus more on research stories. Send briefs on funded research and/ or collaborations directly to Latricia Boone.
- k. CHFD Program Update** (*Ms. D. Murphy*):
- Proposed Online Master’s Degree: Fall 2014 is being discussed that would establish a collaborative effort between UNCG, East Carolina, and UNC Charlotte
 - Proposed Project Lift: Lab School Partnership with CMS; 100 Pre-K; design and set curriculum.
- l. COED Faculty Council** (*Dr. Campbell-Whatley for Dr. Flynn*):
- Discussion of faculty governance around faculty input, salaries and salary compression, GA support, workload, RPT Workshops; how to capture diversity efforts to be included in faculty member’s Annual Reports.
- m. University Faculty Council** (*Drs. Shue and Wakeman*):
- Report will be given at next department meeting.
- n. Summer Schedule 2014 Planning** (*Dr. Sherry*):
- Has already started. Update will be given at next department meeting.
- o. Guidelines for Undergraduate Independent Study** (*Dr. Sherry*):
- Will be postponed until next department meeting because of time constraints. In the meantime, please refer to handout “UNC Charlotte Academic Procedure:...”
- p. UNC Charlotte Academic Policy: Withdrawals** (*Dr. Sherry*):
- Will be postponed until next department meeting because of time constraints. In the meantime, please refer to handout which is Draft policy approved by FAPSC on August 30, 2013.

3. Action Items:

- a. None.

4. Open Agenda:

- a. Thanks to Sue Rebich, Mary Jo Anderson and Shawnee Wakeman for providing lunch for today’s meeting..

5. Adjourn: There being no further business; the meeting was adjourned at 1:55.

*(Next departmental meeting: Tuesday, November 26, 2013, at 12:30, COED 103)
Minutes respectfully submitted by Cynthia Stasiewski.*