

Special Education and Child Development
Departmental Meeting
November 26, 2013

In attendance: K. Anderson, M. Anderson, Baughan, Beattie, Brown, Browder, Correa, Lo, Matthews, Murphy, O'Brien, Rebich, Sherry, Shue, Smith, Spooner, Test, Wakeman, C. Wood, and W. Wood;

1. Call to Order (12:42)

a. Approval of Minutes (10/22/13):

- Dr. Wakeman made two additions to Item 2b: Shawnee and Janet (edTPA) and Deana, Shawnee and Kelly (Field Experiences). Dr. Correa made a motion, seconded by Dr. Smith, to approve the minutes as amended by Dr. Wakeman. The minutes were approved by common consent as amended.

2. Information Items

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

- Congratulations to Pam Shue on her being inducted into the Honor Society of International Scholars
- Dr. Sherry noted that Gloria Campbell-Whatley had surgery and that Chris O'Brien and Charles Hutchinson are completing the semester for her course SPED5279.
- Please RSVP to Dr. Sherry for the Annual Holiday Gathering, December 7th.
- Please RSVP to Lisa Newman for Dean McIntyre's End of Semester gathering at her residence on December 13, 5:00p-8:00p.

b. College of Education Winter Holiday Social Progressive Lunch/ Reading Day 12-5-13 (Dr. O'Brien):

- Sign-up sheet is circulating. The Department has been assigned to bring side dishes and/or salads.
- Clean-Up Committee volunteer is needed to assist Micki Crowder. Mary Jo Anderson and Wendy Wood volunteered.
- Dr. O'Brien will also be collecting donations for 2nd Harvest Food Bank. An envelope will be left in the Department main office for those wishing to make a donation.

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

- Graduate course long/ short forms are expected to go electronic by fall 2014. They will be rolled out by Academic Affairs.
- Dean Reynolds, Graduate School, will be meeting with program coordinators and department chairs to develop a strategic initiative to increase Graduate enrollments, university-wide.

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

- There are 14 applications; 12 are complete and are currently under review by search committee members.

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

- There are 31 applications; 9 telephone interviews have been scheduled and search committee members are calling references.

f. SPCD Chairperson Search (Dr. Test):

- There are 3 applications; 1 is not qualified. He expressed thanks for faculty recruitment efforts.

g. COED Connections: Advisory Committee (Dr. Sherry):

- An Advisory Committee is being established to further develop the electronic version.
- Dr. O'Brien accepted nomination to serve on the Committee.

h. CHFD New Course Proposals (Ms. Murphy):

- Undergraduate program: data was collected and reviewed; from that information it was determined that two new courses and an elective were needed:
 - CHFD 3414: Language Literacy & Mathematical Thinking in Young Children Birth-K
 - SPED 3210: Enhancing Emotional & Social Development of Children in Inclusive Settings
 - CHFD 4200: (Elective) Child Life: Supporting Children & FamiliesDr. Matthews made a motion, seconded by Dr. K. Anderson to support the changes. The motion was unanimously approved.

- Graduate program: Three new M.Ed. elective courses that were originally approved in 2010-11 are now being developed: SPED 6111: Early Intervention/ Early Childhood Special Education: Advanced Issues, SPED 6350: Young Children with Disabilities and their Families: Interdisciplinary Collaboration, and SPED 6242: Enhancing Communication and Supporting Behavior in Inclusive Settings: B-K. Dr. K. Anderson made a motion, seconded by Dr. Matthews, to support changes. Motion carried.
- i. **COED Faculty Council** (*Dr. Shue for Dr. Campbell-Whatley and Dr. Flynn*):
 - No report.
 - j. **University Faculty Council** (*Drs. Shue and Wakeman*):
 - Topics of discussion/information included (1) Honors Council, (2) capital appropriations, and (3) increases in student enrollment which for fall 2013 is 26,561.
 - Plans are under way to open an early college high school on the UNC Charlotte campus starting fall 2014. This is a joint effort with Charlotte-Mecklenburg Schools and will focus on STEM education with a specific emphasis on energy. Dr. Smith asked if anyone from COED was involved with the development.
 - It was announced that plans are under way to have three commencement ceremonies at the May 2014 graduation instead of two. The 3rd ceremony will be added on Friday at 1:30pm. Two ceremonies on Saturday will remain.
 - k. **Guidelines for Undergraduate Independent Study** (*Dr. Sherry*):
 - Guidelines were reviewed. It was noted that a faculty member may teach a maximum of three independent study students each term.
 - A template is provided so that expected student learning outcomes are ensured. The Department will maintain electronic or printed forms in each student file.
 - l. **UNC Charlotte Academic Policy: Withdrawals** (*Dr. Sherry*):
 - Policy was approved by FAPSC in August 2013.
 - Discussion occurred regarding what constituted “withdrawal with extenuating circumstances.” It was generally agreed that illness and deployment for military service could be considered extenuating. It was also agreed that clarification was needed on who deems what is extenuating and what is not. Discussion also occurred regarding student teaching, if issues arise and the student cannot withdraw; does this unfairly penalize COED students?
 - It was also suggested that a link for the policy be included in all syllabi.

3. **Action Items:**

- a. **Nominations for Expanded Department Review Committee for Promotion for Clinical Faculty Members** (*All*)
 - Three nominations are needed for the college ballot. Ms. Murphy, Ms. Rebich and Dr. Baxter are eligible; however, nominations were postponed until January meeting pending the outcome of college ballot. (Dr. Baxter was elected to serve on the **Expanded College Review Committee** for 2014).
- b. **Nominations for College of Education Media Training** (*All*)
 - Dr. Smith volunteered to act as department spokesperson. She will attend the training.

4. **Open Agenda:**

- a. Thanks to Diane Browder, Charlie Wood and David Test 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, January 28, 2014 at 12:30, COED 103)
 Minutes respectfully submitted by Cynthia Stasiewski.