SPED Program Meeting
September 1, 2009

In attendance: Anderson, Baxter, Beattie, Campbell-Whatley (arrived at 12:52), Cooke, Gibbs, Jordan (arrived at 12:56), Matthews, O'Brien, Romanoff, Sherry, Spooner, Test, Wakeman, White, C. Wood, and W. Wood

Meeting called to order at 12:36.

- Goals and Objectives *(Dr. Baxter):* Course scheduling has started… will be sent out to everyone to look over. Also, facilitating second stage of revisioning for initial licensure programs.

- Minutes for Approval (April 21) *(Dr. Baxter):* Any additions or corrections? None noted. Dr. White made a motion to approve the minutes. That motion was seconded by Dr. Cooke. April 21st minutes were approved.

- Recap from 4/21/09 SPED Meeting *(Drs. Anderson and Baxter)*:
  - Program proposal to DPI: Haven't heard anything yet.
  - Program Blueprints state review: One program Dr. Baxter liked: the development of a two-credit course to parallel when the paper was required… (gives the program time to do APA and writing instruction). One program that was refused had only a five-page paper. (Ours was ten-page). Mostly, what was approved was 15-20 pages. So, she's not sure that our ten pages will be enough. Dr. Anderson noted that what they were looking for was quality vs. quantity. Dr. Baxter said that she does not have an example of what they would consider to be an appropriate paper at this point.

- Program Revisioning: Revisioning work to be completed by September 22ish *(Dr. Baxter)*: We will start working through the steps.
  - Access to shared program information (j-drive)
  - Curriculum alignment with standards and evaluation of pre-skills for each evidence: By the next meeting, she will have a draft format of the proposed program for everyone to look at. She will line up each course with the standards that they have designated. We will look at our own courses. We will see the progression of the courses as compared to the evidences that have been designated. We need to be thinking about preskills for different evidences… where are we setting the students up to be successful in these evidences? The question of whether or not there was a university format for course evidences was raised. Faculty need to start mentally thinking about the revisioning of the courses. Dr. Cooke: Once we get our approval, she assumes that we are supposed to stick with it… there probably won't be a lot of shifting around at that point. Dr. Anderson replied that we have to meet the standards and do it how we said we are going to do it.
  - Course outlines – revise for all courses – new outline being developed; prepare for curriculum proposal process
  - Copy of Evidence 5 – Directions and scoring rubric can be found on the OFE webpage – useful for course planning to prepare students for proficiency on the ISLP = a responsibility of all courses, especially methods courses.
  - Transitioning of students to new program – plan to be developed: We have to look ahead: re: courses phased out… how will this affect students? 6691 is affected, etc. There was discussion amongst the faculty as to when we would start accepting students. Dr. White noted that we did not have to submit rubrics… would this have to happen soon?... what are the rubrics that will be used? Dr. Baxter stated that there will be no data anymore… there will be evidences (but, we will have NCATE data). Dr. Sherry added that he believes that there is a general rubric.

- Spring Course Schedule *(Dr. Baxter)*: Dr. Baxter must have this to Joyce by September 11th. She (Dr. Baxter) will be passing it out for people to look over and let her know of any issues.

- Registration Issues *(Drs. Baxter and Sherry)*:
  - Authorizations vs. Permits: We need to be giving students an authorization, <u>not</u> a permit. A permit says the seat is taken, but the student may or may not register. With an authorization, if the student doesn't register, the seat is still available for a student who needs the course. Authorizations only work until the class closes. Dr. Cooke noted that a permit overrides everything. She also noted that when a student is blocked, faculty should find out why… they shouldn't just give them permission.

- Leadership Personnel Prep $ *(Dr. Test)*:   We got a new leadership grant that will carry this year's students forward… 1-year, no-cost extension on the other grant… in the future, we won't be spending any money on part-time students. $5,000 as a starter for educational materials. If faculty need instructional materials, they should email him within the next week.

- Other items noted for faculty on today's agenda:
  - Suggestion: list our eAdvisor website on your Blackboard and Moodle homepages: http://education.uncc.edu/spedadvising/
  - As you revise scoring rubrics for this year, consider developing categories of achievement: *Developing*, *Proficient*, and *Accomplished*. The goal of initial licensure is for all students to be at the *proficient* level by graduation. Develop standards for *accomplished* and instruct students that these standards apply for seasoned teachers – possible complications with grading criteria (Richard)

Next program meeting will be September 22nd.

Meeting adjourned: 1:47