

Minutes
Department of Educational Leadership Meeting
September 18, 2012

Persons in Attendance: Lynn Ahlgrim-Delzell, Jim Bird, Mark D'Amico, Sandra Dika, Lisa Driscoll, Mickey Dunaway, Claudia Flowers, John Gretes, Dawson Hancock, Rich Lambert, Delores Lee, Jae Hoon Lim, Jim Lyons, Alan Mabe, Valorie McAlpin, Brenda McMahon, Lisa Merriweather, Allen Queen, Rebecca Shore, Chuang Wang, Jim Watson, Patti Wilkins, and Becca Hefti.

The meeting began at 12:30 pm. The following issues were discussed:

1. We congratulated: (a) Dr. Jong-Baeg Kim and Dr. Yong-il Kim as our 2012-2013 visiting scholars, (b) Sandra Dika and Brenda McMahon on their receipt of \$1,500 College of Education international travel grants; and (c) Jim Lyons, Jim Bird, Mickey Dunaway, Rich Lambert, and Heather Britt on their new book titled *Leadership Practices for Special and General Educators*.
2. The Chair highlighted several activities associated with the NCATE reaccreditation visit, to include the need for everyone to submit: (a) a four-page NCATE vita; (b) a syllabus for each of their fall 2012 courses; (c) course outlines for every course in our curricula; and (d) evidence of faculty/student collaborative research efforts. These documents will be reviewed for format and content compliance with discrepancies communicated to faculty. Faculty will be asked to submit additional information as we serve on various reaccreditation subcommittees, review data on Department programs, create program-level "professional dispositions" assessment plans, and report the leadership positions that we hold in various professional organizations. The Chair: (a) invited everyone to attend the doctoral dinner on October 1 during which Dr. Mary Ellis, Superintendent of Union County Schools, will speak; (b) requested that everyone submit to Becca Hefti their summer 2013 teaching preferences; and (c) distributed copies of the August 21 Department meeting minutes and asked that faculty members offer suggestions for improvement.
3. The program coordinators highlighted the recent activities of their respective programs. For the EdD in Educational Leadership program, Jim Bird distributed a comprehensive handout and: (a) encouraged everyone to use our five scoring rubrics – admission to the EdD program, the qualifying examination, the internship experience, the dissertation proposal defense, and the final dissertation defense – to collect student data for our NCATE and SACS reports; (b) invited everyone to attend the doctoral dinner at 5:00 pm on Monday, October 1; (c) reminded the EdD Advisory Committee members that they will meet at 12:30 pm on Tuesday, October 16, to discuss our qualifying examination procedures; (d) reminded everyone that October 10 is the deadline for submission of dissertations for December graduation; and (e) solicited from faculty their needs/desires for courses to be offered during summer 2013. For the School Administration program, Delores Lee reported that: (a) closed-caption testimonials from our students will soon be posted on our Department web site; (b) any involvement of local educators in our courses should be reported to Delores so that she can cite their involvement in her reports; (c) she and Lisa Driscoll will attend the School Law Symposium in Raleigh on October 1-2; and (d) feedback is invited from faculty regarding the "evidence" chart posted in the Department mail room. For the Instructional Systems Technology program, on behalf of Meredith DiPietro, John Gretes reported that we admitted 12 new EIST students this year and that we currently have 98 students enrolled in the program, to include 52 students supported by the State's Impact V grant. For the Curriculum and Supervision program, Rebecca Shore reported that she is working with the last few students currently enrolled in the program.
4. Rich Lambert, Director of the Center for Educational Measurement and Evaluation (CEME), reported that: (a) the CEME is currently working on two new IES grant proposals and one new AERA proposal; (b) the CEME recently added "guidelines for authors" to its web site; and (c) Department faculty are invited to seek assistance from a new CEME employee who has technical writing skills.
5. Representatives of our University, College, and Department faculty governance committees provided updates from their committees. As a member of the University Faculty Competitive Grants Committee, Sandra Dika said that her committee recently selected the finalist for that grant opportunity. As our representative on the College

Faculty Council, Lisa Merriweather distributed a handout and discussed the revisions to the peer observation process currently under consideration by the College. Lisa fielded several questions/observations to report to the Council and then suggested that additional comments be sent to the chair of the College Peer Observation committee, Tracy Rock, via a link on Moodle.

6. Several topics of interest to the faculty were discussed. Alan Mabe reported that he and Reese Manceaux from Atkins Library offered presentations during the recent Department research colloquium. Alan invited anyone interested in exploring student retention issues to talk to him about accessing UNC General Administration data on this topic. Reese indicated that he could help us access several large data bases through the library to address education-related issues. Because Heath Morrison canceled his appearance, Jim Watson and Jim Lyons invited suggestions from the faculty for a speaker for our “Distinguished Speaker Series” presentation in October. Patti Wilkins discussed her September 27 webinar on finding and embedding videos in Moodle and invited everyone to participate. Brenda McMahon reported that we are gathering data for our Department’s application for membership in the *University Council for Educational Administration* to be submitted in February. Brenda encouraged us to attend the *UCEA* annual meeting in Denver on November 15-18. Jim Watson discussed his recent attendance at a meeting in Randolph County regarding the State’s desire for IHEs to revision their EdD programs. Jim said that fall 2014 is the current target date to begin this process. Jim also told us that Barry Redmond, Superintendent of Newton-Conover Schools, and Debra Morris, Assistant Superintendent of Kannapolis City Schools, are retiring. Mickey Dunaway said that the InSite network has been updated and he invited folks interested in joining the network to contact him. Mickey also said that Dottie Hayes recently uncovered the SchoolDigger.com website through which one can access and compare school data. Valorie McAlpin said that Moodle course materials older than one year will soon be archived and will become inaccessible unless we retrieve those materials soon. Valorie also said that Rich Lambert’s discussion of the University’s on-line course evaluation process may be accessed on the MyEvals web site or at http://www.youtube.com/watch?v=C2iHviVPs3k&feature=player_embedded#! Valorie reminded us that Scholarship for Teaching and Learning grant proposals will soon be accepted.

The meeting ended at 2:05 pm.