

Minutes
Department of Educational Leadership Meeting
August 24, 2010

Persons in Attendance: Lynn Ahlgrim-Delzell, Jim Bird, Mark D'Amico, Sandra Dika, Meredith DiPietro, Lisa Driscoll, Mickey Dunaway, Claudia Flowers, John Gretes, Dawson Hancock, Richard Hartshorne, Do-Hong Kim, Rich Lambert, Delores Lee, Jae Hoon Lim, Jim Lyons, Valorie McAlpin, Lisa Merriweather, Rebecca Shore, Chuang Wang, Jim Watson, Patti Wilkins, Jen King, and Joanne Zhang.

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

1. Everyone welcomed our newest colleague – Sandra Dika.
2. The program coordinators highlighted the recent activities of their respective programs. On behalf of Corey Lock, the Chair reported that we had recruited almost forty new EdD students this year and that three or four candidates were still being considered. He encouraged everyone to attend our first doctoral dinner at 5:00 pm on Monday, September 20, in Salon D of the SAC. During the dinner, Mark D'Amico will highlight some of his recent research and Judy Walker will update us on recent developments in Atkins Library. Delores Lee said that we had approximately seventy applicants for our School Administration program and had admitted fifty-six of them this year. She reminded us that in July we began new MSA cohorts at our three distance education sites in Union, Rowan, and Gaston counties. She said that this fall we will supervise thirty-two Principal interns at multiple sites around the region and that district Superintendents have been very involved in the placement of our interns. Rebecca Shore reported that even though CMS has eliminated much of its financial support for students in the Curriculum and Supervision program that we still have a large cohort that we will continue to serve this fall. John Gretes said that we admitted thirteen new students into the Instructional Systems Technology program this year. He said that we are exploring with the Department of Reading and Elementary Education the possibility of adding a second concentration of EIST courses to the Elementary Education undergraduate major and of creating electives for the Elementary Education master's degree program.
3. Rich Lambert, Director of the Center for Educational Measurement and Evaluation (CEME), highlighted some of the recent activities of the CEME and showed us the newly revised web site that links to research presentations by faculty. Rich indicated that we may soon create a refereed "proceedings" of presentations offered by faculty during our Department research colloquia. These initiatives will help highlight the accomplishments of our faculty and will bring even greater notoriety to the CEME.
4. The list of Department representatives on this year's University, College, and Department faculty governance committees was updated. The Chair indicated that during future Department meetings all committee representatives will have the opportunity to offer reports of their committees' activities.
5. Mark D'Amico distributed a schedule of this year's Department research colloquia and highlighted ways in which the colloquia will be modified. First, faculty grant initiatives will be discussed. Second, activities of the CEME will be highlighted. Third, research collaborators from outside the Department will be invited to attend and/or co-present at the colloquia.
6. Claudia Flowers updated the Department regarding the Request for Approval to Plan the new PhD in Educational Research, Measurement, and Evaluation. She said that the proposal is almost ready for the Chancellor to sign and to send to UNC General Administration.
7. Mark D'Amico distributed a proposal and syllabus for a new course – ADMN 8171 (The American College Student). Faculty members were asked to complete ballots regarding their approval/disapproval of the course. (Note: The vote was 100% in favor of approving this course).

8. The Chair encouraged anyone with a topic of particular interest to discuss that topic. Rebecca Shore suggested that all documents and web sites listing “K-12” be altered to “BK-12.” Jim Watson reminded us that we will soon seek permission to offer our MSA program at the University’s new Center City site.

9. The Chair highlighted several Department priorities for 2010-2011, to include: (a) implementation of our recently revised MSA program; (b) exploration of the feasibility of seeking Department membership in the *University Council for Educational Administration*; (c) creation of additional collaborative research projects; (d) preparation for implementation of the new PhD in Educational Research, Measurement, and Evaluation; (e) continued development of on-line and hybrid courses; (f) creation of a method of tracking Department alumni; (g) exploration of issues related to the excessively high drop-out rate in North Carolina high schools; (h) searching for a new Associate Professor of Educational Leadership (to replace Ann McColl); and (i) participating in our College’s efforts to prepare for the 2013 NCATE accreditation visit.

10. Faculty were asked to respond to several hand-outs, to include: (a) reviewing/approving the minutes of the Department meeting on April 13; (b) submitting teaching preferences for 2010-2011; (c) submitting Graduate Assistant needs for 2010-2011; and (d) submitting the University’s forms for possible conflict of interest or commitment and for external professional activities for pay.

11. The Chair announced that this year each faculty member will have a \$1,000 Professional Development Account to pay for reimbursable travel expenses, memberships in professional organizations, the purchase of journals, books, software, etc. All requests to spend these funds should be submitted to Jen King.

12. Jen King highlighted several important administrative issues, to include the need to: (a) check our course rosters to ensure that they reflect the students in our courses; (b) share with Joanne Zhang our fall semester office hours; (c) submit all travel authorization requests at least two weeks prior to travel; (d) give her our requests for new business cards; and (e) give her our cell telephone numbers to add to our roster.

The meeting ended at 2:00 pm.