

**Minutes**  
**Department of Educational Leadership Meeting**  
**August 25, 2009**

Persons in Attendance: Lynn Ahlgrim-Delzell, Bob Algozzine, Jim Bird, Keonya Booker, Mark D'Amico, Meredith DiPietro, Lisa Driscoll, Mickey Dunaway, Dawson Hancock, Richard Hartshorne, Do-Hong Kim, Rich Lambert, Delores Lee, Jae Hoon Lim, Corey Lock, Ann McColl, Lisa Merriweather, Allen Queen, Rebecca Shore, Chuang Wang, Jim Watson, Patti Wilkins, and Jen King.

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

1. Minutes of the Department meeting on April 28 were reviewed and approved.
2. Everyone welcomed our newest colleagues – Mark D'Amico, Lisa Driscoll, and Lisa Merriweather.
3. We celebrated the accomplishments of several faculty members since our last meeting – Jim Lyons was selected as a finalist for the 2009 Bank of America Award for Excellence in Teaching; Bob Algozzine and John Gretes were elected by College of Education faculty as the at-large representatives on the College Review Committee; Jim Watson, Mickey Dunaway, and Jim Bird will serve as our Department's representatives on the SWEA's Superintendents' Council, Principal Advisory Committee, and Instructional Program Committee, respectively; and Allen Queen coordinated the First Annual Obesity Conference.
4. A list of the 2009-2010 faculty governance committees was distributed and the Chair congratulated everyone for their willingness to serve on these committees.
5. The Chair distributed a list of meetings for 2009-2010 and encouraged everyone to support the program coordinators' requests to participate in the admission, advisory, and comprehensive examination grading activities of the programs.
6. The Chair said that he will continue to consider faculty members' desires regarding courses that they feel most qualified to teach when he develops course schedules. Toward that end, he asked faculty members to complete a *Faculty Teaching Preferences* form on which they would list three courses that they prefer to teach in the future and three other courses that they would be able to teach if asked to do so.
7. Faculty members needing graduate student support were asked to complete and return a *Faculty Graduate Assistant Needs* form. With that information, Graduate Assistants will be assigned based on the availability of qualified students and the amount of money that we are given for this purpose.
8. The Chair reminded everyone that we are required to complete and submit an *Annual Evaluation for Possible Conflict of Interest or Commitment* form and an *External Professional Activities for Pay* form. Copies of the forms were distributed with the request to submit them by Monday, August 31.
9. The Chair announced that this year each faculty member will have a \$500 Professional Development Account to pay for reimbursable travel expenses, memberships in professional organizations, the purchase of journals, books, software, etc. Everyone was reminded that all requests to spend these funds, to include Travel Authorization forms, should be submitted to Jen King.
10. The Chair discussed the ramifications of State budget crisis. The University lost 55 positions during the summer, most of which from vacant lines. As of today, additional furloughs are not being discussed. Money to support the hiring of part-time faculty has been reduced by one-half since last academic year. Although State funds with which to pay Graduate Assistants have been eliminated, the Chair is working to find other funds with which to hire Graduate Assistants. No new faculty searches will occur this year. Additional budget information will be shared with everyone as it becomes available.
11. Selected priorities for 2009-2010 were reviewed, including the need to...

...continue to identify research areas in which faculty members devote some of their time collaborating with others to produce scholarly products. The premise of this strategy is that more significant research can be conducted and disseminated if faculty members with similar research interests collectively pursue research ideas, problems, and topics that address substantive educational issues in North Carolina and across the nation. Faculty members were

encouraged to work together on selected research topics and to invite doctoral students to pursue their dissertation research in one of those areas of research.

...create a proposal to offer a PhD in Educational Research, Measurement, and Evaluation. Claudia Flowers is coordinating this effort. She will solicit input and involvement from our faculty, as necessary.

...implement the revised MSA program developed by our Program Review Team last academic year. Having created separate reports for the North Carolina Department of Public Instruction and the UNC General Administration, we must now ensure compliance with those reports as we administer the revised program this year.

...continue to develop on-line and hybrid courses in support of our goal to offer at least 20% of our offerings in electronic format. Meredith DiPietro highlighted several efforts by our faculty during the summer to incorporate technology into their courses.

...contribute to the College's creation of the 2010-2015 Strategic Plan.

...seek membership in the University Council for Educational Administration (UCEA) – one of the most prestigious professional organizations in our discipline.

...celebrate 100 graduates of our EdD program. Jim Watson, Delores Lee, and Meredith DiPietro volunteered to coordinate this celebration this spring. Corey Lock suggested that they invite Misty Hathcock, also.

...continue to advertise and recruit candidates for our programs. In light of increasing competition from other universities, we must increase our efforts to attract qualified students for our programs in the future.

12. Ann McColl said that the University Faculty Executive Committee has not yet met this year but that she will take to that committee any issues of concern to faculty. One issue that she will address at the next meeting will be the need to offer tuition waivers to out-of-state students in order to entice more of them to enroll at UNC Charlotte.

13. Rich Lambert reported that the University Faculty Academic Policies and Standards Committee has not yet met this year but that he also intends to take to that committee issues of concern to faculty. Rich also plans to suggest that we offer tuition waivers to out-of-state students. He said that the FAPSC is reviewing the University's "re-admission policy" and that more details are forthcoming on that issue.

14. Richard Hartshorne and Keonya Booker stated that the University Faculty Council and College Faculty Council, respectively, are preparing their agendas for the upcoming year. The Chair encouraged faculty to provide input into the decision-making and activities of these two important governing bodies.

15. The program coordinators highlighted the recent recruiting successes of their respective programs. Corey Lock reported that we admitted 25 new doctoral students this past spring – 13 in the school track and 12 in the community track. Delores Lee said that we admitted 35 new School Administration students – 17 degree-seeking and 18 licensure-only students. Delores reminded us that we will begin new MSA cohorts during summer 2010 at all three of our distance education sites. Rebecca Shore reported that last spring we admitted 52 new C&S students, 35 of which were supported financially by CMS. Because CMS will end its financial support of this initiative next year, we will have to intensify our efforts to attract students to our C&S program in the future. On behalf of John Gretes, Richard Hartshorne reported that the EIST program admitted 23 new students – approximately two-thirds of which into the degree program. Richard said that the EIST faculty will begin to recruit students from across the nation as we advertise our 100% on-line offerings in that program.

16. Jen King highlighted several important administrative issues of which we need to be aware. She reminded us to check our course rosters to ensure that they reflect the students in our courses. She asked everyone to share with her their fall semester office hours. Finally, she asked that everyone give her their cell telephone numbers to add to our roster.

The meeting ended at 2:05 pm.