

**Minutes**  
**Department of Educational Leadership Meeting**  
**November 16, 2010**

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

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

1. Judy Walker, the Atkins Library reference librarian assigned to support the College of Education, shared with us several new initiatives in the library. One important initiative is that Atkins Library has allocated \$7,287 to purchase library materials for our Department. We were asked to express our preferences for library materials to Do-Hong Kim who will communicate those preferences to Judi Lord in the library. Judy also acquainted us with the new library home page.
2. Dane Hughes, the Director of Information Technology in the College of Education, acquainted us with Task Stream -- an assessment data tool that all of us will use in the future to upload critical information about our students as they pursue their professional licenses and degrees through our College. Dane promised to return to future meetings to help us learn more about this new system.
3. The program coordinators highlighted the recent activities of their respective programs. Rebecca Shore reminded us that we are currently accepting applications for admission to the Curriculum and Supervision program and that those incoming students will begin their coursework this spring. Delores Lee emphasized that recruitment for the School Administration program is becoming a year-round process and that she is already fielding questions from prospective students about the admission process that will occur during the spring semester. Delores noted that the School Administration Program Review Team is holding bi-monthly meetings to discuss how we will administer the new MSA program, to include the development of electronic evidences. We were reminded that every course in the new MSA program will need a new course outline and that every course will need to be reviewed/modified in accordance with the requirements of the new program.
4. Rich Lambert, Director of the Center for Educational Measurement and Evaluation (CEME), highlighted some of the recent activities of the CEME. Rich indicated that he intends to update the CEME web site (<http://education.uncc.edu/ceme/>) so that it reflects all of the activities in which the CEME is involved.
5. Several faculty members discussed activities of the faculty governance committees on which they serve. As our representative of the College Faculty Council, Lisa Merriweather reported four recent developments: (a) the UNC system is considering a new funding formula for universities based on student retention and graduation rates rather than on student headcount; (b) undergraduate students with poor grade point averages during freshman year may be required to participate in a remediation program to improve their grades before being allowed to continue in their academic programs; (c) the College promotion and tenure document is being revised and that anyone with input should contact Bruce Taylor or Jeanneine Jones; and (d) that issues related to academic freedom are being discussed and that more information about these discussions is forthcoming. As our representative on the University Faculty Academic Policy and Standards Committee, Rich Lambert said that the committee is considering revisions to the University re-admission process policy for former students who seek re-admission to UNC Charlotte after having been previously suspended.
6. Several faculty members discussed topics of interest/importance. As one of our Department representatives on the Superintendents' Council of the Southwest Education Alliance, Jim Lyons shared with us a list of highly qualified school principals whose names were recently given to him by local district superintendents. To ensure compliance with the provision of our recently revised/approved Master of School Administration program to involve our school partners in our activities, Jim suggested that we invite these principals to participate in various course activities in the future and that we send "thank-you" letters/notes to the principals and their superintendents whenever we do so. Delores Lee asked to be notified of principal participation in our courses so that she may

include this information in our annual IHE Performance Report Card. On behalf of Corey Lock, chair of our search committee for our new Assistant/Associate Professor of Educational Leadership, Jen King reported said that we have received almost 30 applications. The Chair encouraged the search committee to work quickly to identify the finalists so that we can make an offer in January or February before other universities hire the most qualified candidates. As our Department representative on the committee that is revising the College Conceptual Framework, Jim Bird asked that everyone consider the existing framework and to participate in upcoming opportunities to provide feedback regarding possible revisions to the framework. As coordinator of our Department research colloquia this year, Mark D'Amico reminded us that the next two colloquia will occur on February 22 and April 19. Rebecca Shore confirmed that she and Lynn Ahlgrim-Delzell will host a holiday gathering for our Department on Friday, December 10, at Rebecca's home and that participants will be asked to bring something to eat/drink and a ten dollar gift for the gift exchange.

7. The Chair: (a) asked faculty to review the draft of the minutes of the Department meeting on October 19 and to offer suggestions for improvement; (b) announced that the College Progressive Lunch will occur at 11:30 am, Thursday, December 9 and that our Department is responsible for providing desserts; (c) congratulated Rich Lambert, Bob Algozzine, and the graduate student presenters on their outstanding presentation during the recent Department research colloquium of ongoing evaluation projects within the Center for Educational Measurement and Evaluation; (d) said that the College is revising the reappointment/ promotion/tenure document and encouraged interested faculty to share their thoughts with Jeanneine Jones and Bruce Taylor; (e) reminded everyone that this year's annual meeting of the North Carolina Association for Research in Education will occur on February 24-25 in Charlotte; (f) encouraged *everyone* to serve on the dissertation committees of our EdD students so that some Department faculty members do not have to shoulder the burden of serving on all of these committees; and (e) shared information related to the College Awards in Teaching, Research, and Service and encouraged everyone to consider participating in the nomination/selection processes for these awards.

8. Jen King highlighted several important administrative issues, to include: (a) the need to submit our textbook orders immediately for the spring semester; (b) an invitation to order new UNC Charlotte business cards; and (c) the fact that we will again this year sponsor a *Toys for Tots* campaign to support children in need in our region. Jen asked everyone to consider donating a \$10 unwrapped gift in support of the *Toys for Tots* initiative.

The meeting ended at 2:00 pm.