

Minutes
Department of Educational Leadership Meeting
October 19, 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, Corey Lock, Jim Lyons, Valorie McAlpin, Lisa Merriweather, Allen Queen, 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. The program coordinators discussed the fact that they or their representatives would attend the Graduate School's orientation for prospective students from 4:00 to 6:00 pm on Tuesday, October 19.
2. Rich Lambert, Director of the Center for Educational Measurement and Evaluation (CEME), highlighted some of the recent activities of the CEME, to include our involvement in the development of an instrument with which to evaluate teachers and with a College of Engineering NSF grant. The Chair encouraged everyone to consider ways in which they may participate in CEME activities and to go to <http://education.uncc.edu/ceme/> for more information.
3. Several faculty members discussed activities of the faculty governance committees on which they serve. As our representative on the University Faculty Scholarship of Teaching and Learning Grants Committee, Richard Hartshorne said that the committee has 70 thousand dollars allocated for grants related to curriculum development and that details are available on the Center for Teaching and Learning web site. As our representative on the University Faculty Academic Policy and Standards Committee, Rich Lambert said that the committee recently considered issues related to general education requirements for undergraduate students and ways in which the University can retain high admission standards in the midst of continued growth. He said that the committee was not currently considering any graduate-level issues. As Chair of the College Information Technology Committee, John Gretes announced that Patti Wilkins' request for a portable "smart board" was funded. Patti agreed to demonstrate the smart board to Department faculty and staff in the near future. As our representative on the College Professional Education Committee, Patti Wilkins gave a hand-out to our program coordinators and asked for feedback related to the procedures/instruments being used to assess performance at the middle and end of our programs.
4. Several faculty members discussed topics of interest/importance. As our representative on the Executive Committee of the recently formed North Carolina Professors of Educational Leadership (NCPEL), Jim Lyons suggested that all State IHEs and educational leadership faculty members should join NCPEL in order to exert a common voice around issues of concern to our profession. He said that NCPEL plans to incorporate in order to become a non-profit organization that can lobby legislators on important issues. As a member of the NCATE Board of Examiners, Claudia Flowers reminded us that all reports for our upcoming NCATE visit in the spring of 2013 must be completed by the end of 2012 and that three years of data must be reported for every program. She promised that she will continue to provide periodic updates as the NCATE visit approaches. As Chair of the search committee for our new Assistant/Associate Professor of Educational Leadership, Corey Lock said that we are receiving applications and that the committee will begin to review those applications around November 15. Jim Watson updated us on the SWEA's efforts to submit a grant proposal by October 20 to create an Alternative Leadership Academy in our region in partnership with UNC Charlotte. If the SWEA's proposal is funded, our Department will be actively involved in supporting this effort. Delores Lee stated that we must now gain University approval of our recently approved School Administration Graduate Certificate program and asked faculty to provide input on this initiative. Rebecca Shore offered to host a holiday gathering for our Department on Friday, December 10, and solicited feedback regarding the event.
5. The Chair: (a) asked faculty to review the draft of the minutes of the Department meeting on September 28 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 the program

coordinators and a few other faculty on the timely submission of the SACS reports; (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) 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 (f) encouraged everyone to clearly differentiate between master's and doctoral courses so that graduates of our master's degree programs do not take the same courses if they enroll in our doctoral program.

6. Jen King highlighted several important administrative issues, to include: (a) the need to submit our textbook orders immediately for the spring semester; (b) the opportunity to obtain flu shots on October 26 and November 11; and (c) the need to give her copies of all forms submitted to the Graduate School on behalf of our students.

The meeting ended at 1:55 pm.