

**Minutes**  
**Department of Educational Leadership Meeting**  
**October 20, 2009**

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

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

1. Minutes of the Department meeting on September 15 were reviewed and approved.
2. The Department welcomed Joann Zhang, our new Department Administrative Assistant. The Chair encouraged everyone to work through Jen anytime they have a task for Joann to accomplish.
3. We congratulated Jim Lyons as a finalist for the 2009 Bank of America Award for Excellence in Teaching. We congratulated Rich Lambert as an invited speaker at the *National Summit on the Science of Professional Development in Early Learning* to be held in Washington, DC. We congratulated Rebecca Shore regarding her presentation at the *North Carolina Art Educators Annual Conference* to be held in Winston-Salem. We congratulated Jim Bird regarding his recent presentation at the *Southern Regional Council on Educational Administration Conference* in Atlanta. We congratulated Keonya Booker, Chuang Wang, and Richard Lambert regarding their presentations at the UNC Charlotte Institute for Social Capital's *2nd Annual Research Symposium*. We recognized Bob Algozzine for completing the very successful seven year, 6.2 million dollar *Behavior and Reading Improvement Center* grant from the US Department of Education. We recognized Rich Lambert, Ann McColl, Bob Pittillo, Chuang Wang, and Corey Lock who were featured in the fall 2009 issue of *Extracurricular* magazine.
4. The Chair reported that the 2010 summer teaching schedule has been finalized and that everyone who will be teaching this summer has been notified. Our program coordinators' efforts to consolidate summer offerings resulted in our ability to pay faculty slightly more per course this summer than we have in recent summers.
5. The Chair reminded everyone that each of us has \$500 in our personal professional development accounts to spend on travel and related professional activities prior to the end of this fiscal year. He said that we should retain our travel receipts in the event that additional money becomes available this spring with which to provide additional reimbursement.
6. Everyone was reminded that we should fully use our Graduate Assistants in order to justify the money that we are spending on their salaries and to avoid inequities that arise when some students are required to work and others are exempt.
7. Members of our MSA Program Review Team will present our report on our revised MSA degree program to UNC General Administration representatives on November 20. At that time, we will be told the status of our revised program so that we may make any necessary changes prior to implementation next academic year. We already know that we must update all MSA course syllabi to include the *evidences* required in the report.

8. We elected Do-Hong Kim to serve through 2011 as our new Department representative on the *College Faculty Council* and Jim Lyons to serve through 2010 as our new Department representative on the *College Review Committee*. Thanks were extended to Do-Hong and Jim for their willingness to serve on these important faculty governance committees.

9. We were reminded that our next doctoral dinner will occur from 5:00 to 7:00 pm on Tuesday, November 10, in Salon A of the SAC. In addition to spending time with our doctoral students, participants will have the opportunity to hear Jim Bird discuss his current research efforts. In addition, Avery Mitchell, one of our EdD students and the 2009 CMS Principal of the Year, will offer some thoughts on school leadership. To this doctoral dinner we are inviting several prospective EdD candidates, many of whom graduated from our MSA program in 2003 or 2004, with the goal of enticing some of these prospective students to apply this spring for admission to our EdD program.

10. Meredith DiPietro reported that the Department will hold its next research colloquium at 10:00 am on Tuesday, November 10, on COED 061, during which Lisa Driscoll and Mickey Dunaway will highlight some of their recent research efforts. Jim Lyons will serve as a discussant. Everyone was encouraged to attend this excellent opportunity to learn about and contribute to the research of our colleagues.

11. Jim Watson, Delores Lee, and Meredith DiPietro updated us on their planning for our celebration of 100 EdD graduates. The date for the event will be March 16 in the Harris Alumni Center. All graduates of our EdD program and all Department faculty will be invited to this gathering for food and fellowship. Jim, Delores, and Meredith said that they would keep us updated on their planning.

12. Rebecca Shore updated us on the planning for the holiday gathering at her home and reminded everyone to tell her whether they prefer December 11 or 12 for the event.

13. Valorie McAlpin offered a presentation on *Wimba* – a web-based conferencing tool that may be used with or without *Moodle* to enhance teaching and learning. With *Wimba*, we can conduct virtual classroom sessions, give on-line presentations, engage in chat sessions, deliver webinars, hold meetings, provide on-line office hours, and collaborate with colleagues and students on research.

14. In her role as a College Faculty Council representative, Keonya Booker distributed copies of Academic Affairs' 2010-2015 goals and then solicited our ideas regarding areas in which the College should support these goals. Once the College goals are finalized, we will be asked to identify Department goals that align with the goals of the College and Academic Affairs.

15. Ann McColl and Richard Lambert, our representatives on the University Faculty Executive Committee and the Faculty Academic Policies and Standards Committee, respectively, reported that their committees had taken no significant actions since our last Department meeting. Rebecca Shore, one of our representatives on the University Faculty Council, discussed information provided by the Chancellor regarding the number of students, faculty, and administrators employed at UNC Charlotte.

16. Our program coordinators, Corey Lock, Delores Lee, and Rebecca Shore, reported the latest activities within the programs that they coordinate. The Chair encouraged everyone to continue to support the requests of the coordinators as we interview and admit students, administer and grade comprehensive examinations, and serve on dissertation and project committees. *Many hands make light work.*

17. Jen King reminded us to submit textbook requests for the spring semester as soon as possible.

The meeting ended at 2:00 pm.