

Minutes
Department of Educational Leadership Meeting
September 20, 2011

Persons in Attendance: Lynn Ahlgrim-Delzell, Jim Bird, Mark D'Amico, Sandra Dika, Lisa Driscoll, Mickey Dunaway, Claudia Flowers, John Gretes, Dawson Hancock, Do-Hong Kim, Jae Hoon Lim, Corey Lock, Jim Lyons, Brenda McMahon, 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 Chair reported several activities in support of our preparation for the upcoming SACS and NCATE re-accreditation visits, to include: (a) the efforts of our Program Coordinators to assemble/create the SACS reports for their respective programs that are due on September 30; (b) the need for all UNC Charlotte faculty members to create on-line biographical sketches using the prescribed SACS format; and (c) the NCATE requirement that we develop course outlines for all courses taught by our Department. The Chair also: (a) reminded junior faculty members that we will meet at 12:30 pm, Tuesday, September 27, to discuss issues of particular importance to junior faculty; (b) cited the change in the University's policy that vacant faculty positions will now revert to the control of the Provost who may (or may not) return the positions to the Colleges/Departments; (c) invited everyone to participate in the Counseling Center's on-line tutorial about counseling students who are facing serious emotional issues; and (d) distributed copies of the Department meeting minutes on August 23 and asked that faculty members offer suggestions for improvement.
2. Jen King reminded everyone to: (a) tell her if we want traditional or on-line course evaluations this semester; (b) provide her copies of all forms going to the Graduate School so that she may retain copies in our students' Department folders; (c) let her know if we want to teach in Duke Centennial Hall or Grigg Hall where there is often ample classroom space; and (d) participate in the Toys-for-Tots campaign that will begin on November 14.
3. Rich Lambert, Director of the Center for Educational Measurement and Evaluation (CEME), reported several activities of the CEME, to include: (a) the ongoing evaluation of the College of Education's Center for Adolescent Literacies; (b) four IES grant proposals being developed by faculty members associated with the CEME; and (c) the commendable remarks received from an external expert regarding Do-Hong Kim's recent evaluation report.
4. Faculty members were given the opportunity to discuss activities of the faculty governance committees on which they serve. As our Department representative on the College Information Technology Advisory Committee, Patti Wilkins said that if Graduate Assistants use our office computers that we may receive a second screen. As our representative on the College Honors Council, Rebecca Shore said that applicants are being sought for the Honors program. As our representative on the University Faculty Council, Mark D'Amico said that the Council may soon vote on whether the University will adopt an on-line system for course evaluations. Mark solicited and received feedback on this issue. As our representative on the University Faculty Academic Policies and Standards Committee, Chuang Wang said that the University grading policy is once again under review and that selected grades will not be used in the future. As our representative on the DNC Academic Engagement Committee, Lisa Driscoll said that the committee is attempting to coordinate University activities related to the upcoming Democratic National Convention. Sandra Dika, our Department Research Colloquia Coordinator, highlighted the presentations during this morning's colloquium by Patti Wilkins, Lynn Ahlgrim-Delzell, and herself and noted that our next colloquium will occur on November 13. Everyone was encouraged to participate in our Department research colloquia.
5. The program coordinators highlighted the recent activities of their respective programs. For Educational Leadership, Jim Bird invited everyone to encourage our EdD students to attend the doctoral dinner at 5:00 pm on Monday, October 3, in SAC Salon A during which Carlos Grant and Shannon Alpert will be our guest speakers. For Instructional Systems Technology, John Gretes reported that he is working earnestly on the SACS report. For Curriculum and Supervision, Rebecca Shore reported that she is also working with Corey Lock on the C&S SACS report. For School Administration, on behalf of Delores Lee, Jim Lyons emphasized that we have much more to do

in support of our implementation of the revised MSA program. Electronic evidences will need to be placed into Taskstream by our students and faculty will need to revise many of our course outlines. Jim and Delores will soon provide feedback/guidance regarding our development of the course outlines for all courses in the School Administration program.

6. Jim Lyons highlighted the accomplishments of two of our EdD students – Dr. Walter Hart (who graduated in 2000) has been hired as Superintendent of Hickory City Schools, and Avery Mitchell is the new Executive Director of the Central Zone in Charlotte-Mecklenburg Schools. Rebecca Shore invited everyone to a holiday party at her home on Friday, December 9, during which we will offer special recognition to Jen and Butch King on the occasion of Jen's retirement.

The meeting ended at 2:00 pm.