COE Faculty & Staff Meeting Minutes
January 22, 2015
Mendenhall Social Room

Dean Patriarca called the meeting to order at 2:05 p.m.

I. Announcements:

• New announcement for the agenda: Dean Patriarca announced that Dr. Marilyn Sheerer has taken an interim Provost position at UNCW beginning July 1, 2015. She is negotiating a leave of absence from ECU for the 2015-2016 academic year.

• UNC Board of Governors Education Summit: Dean Patriarca announced the UNC Board of Governors Education Summit scheduled for January 27, 2015. This workgroup was convened by the UNC Board of Governors—chaired by Ann Goodnight and members Steve Long, Hannah Gage and Lauren Wiley—to develop a set of recommendations to improve teacher education and administrator preparation. Chancellors, Provosts, Deans of Education and Deans of Arts & Sciences are convening at this summit. Some of the proposed recommendations include: 1) a statewide dashboard, 2) a year-long internship, 3) valid and reliable assessments—recommending edTPA statewide but also looking at others.

• Academic Planning Workshop: Dr. Mott announced the Academic Planning Workshop scheduled for February 24, 2015, 1:00-3:00 p.m. in the Mendenhall Great Rooms.

• Introduction of New Faculty & Staff: Dr. Mott introduced representatives of the various areas with new employees.
  o Grants Center: Dr. Zambone introduced her new staff in the Grant Center—Helen Lovett is the new Administrative Assistant; Delana Miller is a new Grants Specialist.
  o Office of Teacher Education: Dr. Billbro-Berry introduced Kimberly Best, a new Administrative Support Specialist in the Office of Teacher Education. Dr. Covington introduced Elizabeth Bentz, a new Administrative Support Specialist in the Office of Clinical Experiences working with clinical placements; Heather Payne, Administrative Support Associate in the Office of Clinical Experiences who replaced Delaney Swift; and Christy Sutton, Instructional Consultant.
  o Department of Educational Leadership: Dr. Rouse introduced Dr. Tom Daley and Dr. Kathy Spencer as adjuncts working half time in the department.
  o Department of Special Education, Foundations, & Research: Dr. Wilhite introduced Regi Bolen who is serving in a grant position as the Director of the NCDPI Division of Exceptional Children in eastern North Carolina.
  o Dean’s Office: Dr. Mott introduced Sara Richardson, Administrative Support Associate, working with the Associate Dean for Graduate Studies and Faculty Development.
  o Department of Interdisciplinary Professions: Dr. Mott introduced Shirley Williams, Administrative Support Associate.

• Faculty Senate Elections: Dr. Mott announced that senator and alternate elections will be held in February. We will be asking for nominations for one senator position. Dr. Patricia Anderson’s second term is expiring, but she is eligible for a third term. Nominations for anyone who is full time and at least in their 2nd year of fulltime employment. Please check to be sure the person you are nominating is willing to serve. The college needs at least two nominations for a single senator seat. The college also needs to elect two alternates. Please look for an email from Dr. Mott.
• **Research & Creative Achievement Week, March 23-27, 2015:** Dr. Ticknor began by thanking Dr. Rhea Miles and Dr. Elaine Yontz for sharing their faculty research posters today. The next opportunity to share your faculty research posters will be immediately before the April 23rd COE Faculty & Staff meeting. On March 25th, there will be the 6th Annual Invited Faculty Lecture and 2nd Annual Graduate Student Poster Presentation. Look for the two separate calls that will be coming out soon from Rhea Miles.

• **Treasured Pirates Recognitions:** Dr. Ellen Dobson announced that the OAA has recently taken on the recognition program. These will be done 3 times a year. These are for fall 2014. Congratulations to the following recipients for:
  o Effective Leadership: Dr. Kermit Buckner
  o Outstanding Delivery of Service: Ms. Pam Fisher, Dr. Bonnie Glass, Dr. Jesse Strycker, Dr. Tom Williams
  o Display of Creativity and/or Initiative: Ms. Teresa Woolverton

II. **CAEP Visit: Update** - (see PowerPoint presentation attached)
Dr. Diana Lys provided an update of the preparations surrounding the upcoming CAEP accreditation site visit on February 8-10, 2015. Dr. Lys began by reviewing the vast numbers of people throughout this campus involved in teacher preparation programs. Dr. Lys recognized the staff in the Office of Assessment and Accreditation and the Office of Teacher Education and the faculty in ELMID and SEFR for their contributions to the work in preparing for the CAEP visit. To keep up with what is happening, there is a link to the blog on the COE homepage for the CAEP visit: [www.blog.ecu.edu/sites/coeblog/category/caep-preparation](http://www.blog.ecu.edu/sites/coeblog/category/caep-preparation).

Dr. Lys announced that we are in good shape for meeting the six NCATE standards. Two possible AIs were noted that focus on Standard 2 (specifically the SPED MAEd and their recent CEC SPA accreditation submission) and Standard 4 related to faculty diversity.

The Board of Examiners (BOE) requested more information regarding all of the standards. A 110-page document was submitted before the winter break. Talk documents are being developed by COE leadership regarding standards 4, 5, and 6.

CAEP Visit Schedule Overview:
- **Sunday** – Afternoon: Visit begins in the afternoon with orientation and Pirate CODE Roundtables.
- **Monday** – Focus on TI; Dr. Knight to talk with faculty regarding research productivity that has come out of the Pirate CODE.
  - Morning: Site visits to public schools and some meetings on campus
  - Afternoon: Meetings with EPP faculty, candidate, graduates, public school partners
  - Evening: Reading & Writing by the Team
- **Tuesday** – Morning: Reading & Writing by the Team
  - Noon: Exit Report meeting and departure of Team

CAEP documents are available on OAA Web site: [www.ecu.edu/cs-educ/oaa/Exhibit_Rooms.cfm](http://www.ecu.edu/cs-educ/oaa/Exhibit_Rooms.cfm)

III. **2013-2014 Unverified Teacher Production Numbers:** (See handout)
Dr. Covington began by stating that these numbers are awaiting verification by UNC-GA and NCDPI. She feels confident with the undergraduate numbers but not as much with the graduate.
Undergraduate: Licensure Programs Only
PC = Program Completers; LC = License Completers
Last Column: 719 Completers (down 8 from last year; up 1 from two years ago)
UG Totals: 499 (down 75 from last year, but down 12 from two years ago)
Asterisks indicate those programs housed within the COE.
COE Totals: 570 of the 719 are within COE (587 last year, 561 two years ago)

Graduate:
G = Graduate Degree; GLO = Graduate Licensure Only
Total: 453 (Up 28 from last year, but down 101 from two years ago)
COE Totals: 358 of the 453 are within COE (Up 5 from last year)
The “Notes” column indicates whether each program’s change was Up (U) or Down (D).

IV. COE GRAMM Committee: Update
Dr. Terry Atkinson provided an update of the GRAMM committee. They are meeting monthly.
A “Best Advising Practices Guideline” document will be ready by the end of spring semester.

Recruiting efforts & venues for spring:
- Presented at Senior I & II seminars sharing information about programs and certificates with 570 seniors
- Will be participating in Eastern NC Career Alliances Career Fair at NC State McKimmon Center on February 11th. Email went out today. If individual programs want reps at this, respond by Monday at 5 p.m.
- A virtual career fair sponsored by the American Association of University Women will be held on March 30th from 2:00-6:00 p.m.
- ECU Education Career Fair in the Murphy Center on April 28th, 10:00 a.m.–12:00 p.m.

Recruiting Materials:
- 200 business cards distributed
- 2000 copies of recruitment materials for the entire college
- Answered approximately 50 email inquires

Dr. Atkinson concluded her report by recognizing the members of the GRAMM committee.

Dr. Patriarca also added that the GRAMM committee will be working on an analysis of the US News & World Report Online Graduate Program Review. ECU did not do well—60. We have been unable to answer all the questions that are asked due to a lack of data. Terry Atkinson looked at the four categories by which we are evaluated and the questions linked to these categories to identify why we rated so low. Challenges are that we have programs located all over the university. Data is needed to answer these questions, and we don’t have it. We cannot collect all of this. The GRAMM Committee is going to do an analysis of each question—what data can we collect, what to get from IPAR, etc. More information will be forthcoming as this continues to be explored.

V. Graduate Faculty Status Update
Dr. Mott discussed the required renewal of graduate faculty status. Graduate faculty status applications approved in 2010 expired in December. There is a small window of time for renewal. Dr. Mott sent out emails requesting required renewal documents. There is a checklist
with instructions on the COE website. This information was due on January 9th. Contact Dr. Mott with any questions.

VI. **Grant Update: Submissions and Funding – July through December 2014** (See handout)
Dr. Zambone started by stating that this information was emailed to everyone yesterday. This includes Federal, State, Foundation, and Start-up Grants.
Federal: 6 new, 4 continuing
State: 2 new, 6 continuing
Foundations: 0 new, 2 continuing
Faculty Start-Ups: 5 new, 5 continuing
Submitted: 4 pending

VII. **Vote on 2014-2019 COE Strategic Plan** (See Draft Plan)
Dr. Voytecki reported that the COE Planning Committee incorporated feedback received from the last meeting which was both positive and constructive. Dr. Voytecki emailed the revised plan to the College on January 15th. The revised plan was sent to IPAR, and feedback from them was received yesterday.

Dr. Voytecki introduced friendly amendments to the wording in the plan. After much discussion, the meeting ended with the eligible voting faculty casting their votes.

The meeting adjourned, and the votes were cast.

Respectfully submitted,

[Signature]
LuAnn S. Sullivan
Executive Assistant to the Dean