Announcements
The Dean presented the announcements regarding the Dean’s Holiday Open House; the university graduation; the College of Education Graduate Recognition Ceremony; and the visit to the College of Education on January 29, 2014, by Ann Goodnight, UNC System President Dr. Tom Ross, and others.

Anne Ticknor, co-chair of the COE Research Committee, announced that they are modifying the COE Faculty Lecture to include graduate student participation. They will be keeping the faculty lectures but changing the format. They will begin with one faculty presentation at the beginning on Wednesday, April 2nd from 4-6 p.m. in room 244 at Mendenhall. Roundtable discussions and posters with also be included. Watch for upcoming emails regarding this.

The Dean opened a discussion regarding the future of the Journal of Clinical Instruction (JoCI). There have been external editors, and the terms of the current editors are coming to a close. Several emails have been sent to the COE faculty requesting volunteers to serve as editors, but no positive responses have been received. The leadership group recommends that after Fall 2014, JoCI be suspended. Options: repurposing to serve for in-house work, broadening it (right now 2 publications per year). What could/should be the next steps in this discussion? Submit feedback, ideas, suggestions, questions to Diane Kester, Chan Evans, or Shari Steadman. Use e-mail jocl@ecu.edu.

Faculty Evaluation Working Group: Update
Kermit Buckner, chair of the working group, stated that they are working to establish a fair and balanced process for faculty evaluations and trying to reduce the amount of ambiguity in the process. The process is envisioned to be from hiring to post-tenure review. The group wants input from all faculty. This is a formation process. Evaluation must be designed to support improvement and practice. The group is working to eliminate as much subjectivity as possible in the evaluation process. The task force would like feedback from the faculty. Email any member of the working group with input. The teaching aspect of the evaluation is projected to be completed by Spring 2014. There is a Moodle site that contains everything they have done. The group is willing to give you access to that site if you would like. (See the PowerPoint presentation for more details of the discussion.)

Discussion of Space: Needs vs. Reality
The university is going to be using a new space planning system called AIM. No office will be moved; no space is assumed to be a department/college space. The space planning team with Institutional Planning will be doing a complete analysis of space throughout the university. The Dean’s concern is that if we hire all positions that are now posted, we will be about 8-9 offices short. Fortunately, we have been given over $200,000 to renovate the Rivers space for an advising center, but we are losing 3 faculty offices. We can no longer move offices around “in house”. Two people in our college will be trained to use the new system and will have to place moving/space requests in the system.

COE Strategic Plan for 2013-2018: Process (See PowerPoint)
Dr. Marjorie Ringler, chair of COE Planning Committee, presented an overview of their mission to propose a draft COE Strategic Plan (with input from COE leadership and faculty) that will align with the university’s strategic plan and the new UNC System Strategic Plan—Our Time, Our Future. The committee’s process goal is to include as much faculty input as possible and to be transparent. The draft is to be completed and ready for COE approval by Spring 2014. The first reporting time is tentatively set for August 2014. It is
important for faculty to attend the forums that have been scheduled regarding the three main goals: public service, regional transformation, and student success.

**Personnel**

Dean’s Office:
- Irene Silver has been hired in the Dean’s office as a Business Services Coordinator.
- Rick Yakubowski has changed jobs within the Dean’s office and is now the Grant Center Coordinator. Rick is continuing to do his previous job until someone is hired to replace him.
- Christine Wilson and Jason Whited have been hired as Instructional Technology Consultants to work with the COE website and other technical areas.

Office of Teacher Education:
- Delaney Swift has been hired in Clinical Experiences as an Administrative Support Associate.

**Graduate Task Force: Preliminary Recommendations** (see PowerPoint)

Dr. Carol Brown began by explaining the process. The task force first met formally in September. They began by separating into subgroups and talked with program coordinators, directors, and other faculty to discover what is being done regarding admissions, advising, retention and recruitment. October was dedicated to focus groups to solicit input regarding these areas. Most of the input was regarding recruitment. Recommendations will be made at the program area level, department level, and college-wide. Elizabeth Fogarty, Maureen Ellis, and Lou Sua presented what they found as a result of the focus groups.

Recommendations at the department level include designing and sharing webinars for prospective students, making sure students are assigned advisors, being sure there are written protocols for advising and strategies for retention, holding annual events for departments to recognize students.

Dr. Terry Atkinson presented recommendations at the college level. We need coordination and documentation at the college level. Need to establish a COE centralized intake/contact point. Prepare a systematic analysis of our exit survey data with information going to chairs and faculty. We also need to establish a relationship with our alumni. Dr. Abbie Brown discussed the need to be more visible and proactive with recruitment initiatives.

Recommendations will be discussed with the Dean in January 2014.

**Re-merger of Higher Education Program Area with Department of Educational Leadership: Status & Update**

Dean Patriarca reported that LEED and the Higher Education faculty in HACE both have completed a straw poll and the overwhelming consensus is to re-merge Higher Education with K-12. Plans are underway and will continue throughout the spring semester to effect a smooth transition. Since this move will not require a COE Code change (because the department name will not change), it does not require a college vote.

**NOTE:** Discussions are now underway regarding a merger between the Counseling and Adult Education program areas and the Department Information and Library Sciences. If these two entities merge, then a Department name change will, most likely, be needed which will, in turn, require a COE code change.

Respectfully submitted,

[Signature]

LuAnn S. Sullivan
Executive Assistant to the Dean