Minutes
Department of Educational Leadership Meeting
March 20, 2012


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

1. We congratulated Jim Bird and Delores Lee regarding their receipt of a $6,000 grant from the Graduate School to support advertising and recruiting efforts for the School Administration and Educational Leadership programs. We congratulated Rich Lambert regarding his selection to attend AERA’s all-expense-paid Teaching Statistics with Large Data Sets workshop this summer at Stanford University.

2. The Chair: (a) distributed the minutes of the Department meeting on February 21 and asked faculty members to offer suggestions for improvement; (b) encouraged everyone to attend the College Faculty and Staff meeting on April 20 during which Chuang Wang will receive an award; (c) reminded everyone to submit electronically their Annual Reports by April 16 and to pay special attention to completing part 3a which reflects our sustained/collaborative involvement with North Carolina schools; (d) reminded the Department Leadership Council that we will meet at 12:30 pm on Tuesday, March 27 to discuss upcoming required reports and to identify course outlines that have not yet been submitted; and (e) encouraged faculty to respond quickly and thoroughly when asked by the Chair and Program Coordinators to submit information for the multitude of reports that we must write and submit this spring and summer.

3. Faculty members nominated/elected to faculty governance committees were:
   - Department Review Committee
     - John Gretes (2011-2013) (John will complete the 2nd year of Corey Lock’s 2-year term because Corey is entering phased retirement and cannot serve on the DRC)
     - Jae Hoon Lim (2012-2014)
     - Jim Bird (2012-2013)
   - Department Legacy for Leadership Dissertation Award Selection Committee
     - Lynn Ahlgrim-Delzell (2012-2013)
     - Claudia Flowers (2012-2014)
     - Lisa Driscoll (2011-2013)
   - Department Research Colloquia Coordinator
     - Alan Mabe (2012-2013)
   - College Faculty Council
     - Lisa Merriweather (2012-2014)
   - College Graduate Curriculum Committee
     - Allen Queen (2012-2014)
   - College Annual Teaching Award Committee
     - Brenda McMahon (2012-2014)
   - College Internationalization Committee
     - Mickey Dunaway (2012-2014)
   - University Faculty Council
     - Sandra Dika (primary) (2012-2013)
     - Mark D’Amico (alternate) (2012-2013)
   - University Library Departmental Representative
     - Lisa Driscoll (2012-2014)
3. The program coordinators highlighted activities of their respective programs. For Educational Leadership, Jim Bird said that: (a) we will have four EdD students graduate this May; (b) we currently have 15 new applicants for our EdD program; and (c) we have begun to collect data on our students’ dissertation defenses using the rubric that we recently developed and approved. For School Administration, the Chair reported on behalf of Delores Lee that candidates are being interviewed for admission to our School Administration program and that recruitment is ongoing for students to join our MSA cohorts in Rowan and Gaston counties this summer. For Instructional Systems Technology, Patti Wilkins reported that the 52 students enrolled in our MEd in Instructional Systems Technology program who are being supported by the State’s Impact 5 grant are doing well. For Curriculum and Supervision, Rebecca Shore reported that she is still working on the SACS reports.

4. Rich Lambert, Director of the Center for Educational Measurement and Evaluation (CEME), reported that: (a) he recently attended a meeting to discuss our possible involvement in North Carolina’s Race-to-the-Top project; (b) another MSP grant proposal is being developed by Drew Polly in which the CEME may be involved; (c) Rebecca Shore recently served as guest editor and Lynn Ahlgrim-Delzell as a reviewer of an excellent issue of *NHSA Dialog*; and (d) Meredith DiPiero and Lynn Ahlgrim-Delzell will assist with the evaluation of Tina Heafner’s Freshman Learning Project.

5. Faculty members were given the opportunity to discuss activities of the faculty governance committees on which they serve. As chair of our Legacy for Leadership Outstanding Dissertation Award Selection Committee, Sandra Dika reported the selection committee has reviewed the dissertations of two nominees and that they will soon announce the winner of the 2011 Outstanding Dissertation Award. As our representative on the University Faculty Council, Mark D’Amico reported that the Council is still discussing: (a) a possible University-level requirement that faculty advancement in rank be based partially upon engagement in community service; and (b) the possibility of establishing a Faculty Legacy Scholarship for students. As our representative on the College Graduate Curriculum Committee, Lisa Driscoll provided a handout and solicited input on a suggested timeline for submission of course and curriculum changes.

6. Faculty members discussed topics of interest/importance. Sandra Dika reminded us that the next Department Research Colloquium will occur at 10:30 am on Tuesday, April 24, in COED 061, during which Lisa Driscoll, Brenda McMahon, and Mark D’Amico will offer research presentations. Valorie McAlpin invited everyone to attend the Center for Teaching and Learning’s 2012 *Teaching with Technology Showcase* at 1:00 pm on Friday, March 23, in CHHS 380. Valorie reminded us that the web-based course evaluations will occur this semester for all courses taught by the College of Education. Lisa Driscoll announced that Jim Watson will represent Chancellor Phil Dubois at the upcoming installation ceremony of the new Chancellor of Western Carolina University. Claudia Flowers asked that the Associate Provost share with us the report that she writes each year based on part 3a of our Annual Reports so that we know in the future what we should include in that portion of those reports.

The meeting ended at 2:00 pm.