The University of North Carolina at Pembroke
Faculty Senate Agenda
Wednesday, December 4, 2013, at 3:30 p.m.
213 Chavis University Center

Judy Curtis, Chair
Roger Guy, Secretary

Members of the Senate:

To 2014	To 2015	To 2016
ART Adam Walls	**ART** June Power	**ART** Aaron Vandermeer
EDN Jeff Bolles	**EDN** Marisa Scott	**EDN** Susan Edkins
LET Scott Hicks	**LET** Susan Cannata	**LET** Polina Chemishanova
NSM Jeremy Sellers	**NSM** Maria Pereira	**NSM** Dena Evans
SBS Victor Bahhouth	**SBS** Mike Spivey	**SBS** Rick Crandall
At-Large Cherry Beasley	**At-Large** Judy Curtis	**At-Large** Tony Curtis
At-Large David Nikkel	**At-Large** Jesse Peters	**At-Large** Jose D'Arruda
At-Large Jonathan Maisonpierre	**At-Large** Kim Sellers	**At-Large** Roger Guy
Chancellor Kyle Carter **Provost and Vice Chancellor for Academic Affairs** Ken Kitts		

Order of Business

A. Roll Call

B. Approval of Minutes: Appendix A
Approval of Minutes of the November 6, 2013, meeting

C. Adoption of Agenda

D. Reports from Administrators

1. Chancellor—Dr. Kyle Carter
2. Provost and Vice Chancellor for Academic Affairs—Dr. Ken Kitts Appendix B

E. Reports of Committees:
1. Operations Committees
   a. Executive Committee—Dr. Judy Curtis
   b. Committee on Committees & Elections—Susan Edkins
   c. Faculty Governance Committee—Beverly Justice Appendix C

Proposals from the Faculty Governance Committee

1.1 Amend UNCP Faculty Constitution to remove Health, Safety and Environment Committee as an Operations Committee

1st reading: Nov. 6; vote Dec 4

ARTICLE VI. COMMITTEES

Section 3. There shall be ~~four~~ three Operations Committees:

~~D. The Health, Safety and Environment Committee shall consist of not more than thirteen members. There shall be seven faculty members, one from each of the five divisions, and one from the Department of Nursing and one from the Library. The five divisional faculty members are to be nominated by the Committee on Committees and Elections and confirmed by the Senate. Also, there shall be a representative from the Staff Council, Facilities Operations, and Human Resources. The committee will also include the Assistant Vice Chancellor for Facility Management, the Safety Officer for Environmental Health and Safety, and the Associate Vice Chancellor for Safety and Emergency Operations.~~

1.2 Amend Bylaws Article VI. Section 4. A. 1 through A. 3 memberships of Subcommittees of Academic Affairs Committee (Page the Proposal on page 10 in Appendix C below). The proposal better aligns the subcommittee memberships for Enrollment Management and Academic Support Services with the recent structural reorganization of the Academic Affairs Division and also makes the wording regarding subcommittee chairs consistent.

    d. Health, Safety, and Environment Committee

2. Standing Committees
   a. Academic Affairs Committee—Dr. Jose D'Arruda
   b. Faculty and Institutional Affairs Committee—Dr. Tony Curtis
   c. Student Affairs and Campus Life Committee—Dr. Marisa Scott

3. Special Committees

F. UNC Faculty Assembly Report: Appendix D
G. Teacher Education Committee: Appendix E
H. Graduate Council: Appendix F
I. Other Committees
J. Unfinished Business
K. New Business
L. Announcements
M. Adjournment

The University of North Carolina at Pembroke
Faculty Senate Minutes
Wednesday, November 6, 2013, at 3:30 p.m.
213 Chavis University Center

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Members of the Senate:

To 2014	To 2015	To 2016
ART Adam Walls	**ART** June Power	**ART** Aaron Vandermeer
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At-Large Jonathan Maisonpierre	**At-Large** Kim Sellers	**At-Large** Roger Guy
Chancellor Kyle Carter **Provost and Vice Chancellor for Academic Affairs** Ken Kitts		

Members Present: Victor Bahhouth, Jeff Bolles, Polina Chemishanova, Rick Crandall, Judy Curtis, Tony Curtis, Jose D'Arruda, Susan Edkins, Dena Evans, Roger Guy, Scott Hicks, Kenneth Kitts, Jonathan Maisonpierre, David Nikkel, Maria Pereira, Kim Sellers, Mike Spivey, Aaron Vandermeer,

Members Absent: Susan Cannata, Kyle Carter, Jesse Peters, June Power, Adam Walls

Guests: Richard Gay, Beverly Justice, Chuck Lillie, Elizabeth Normandy, Melissa Schaub, Sara Simmons. Jack Spillan, Meredith Storms, Xin Zhang

Order of Business

A. Roll Call

B. Approval of Minutes
>   Approval of Minutes of the October 2, 2013, meeting.
>   **Minutes approved as amended. See Appendix A in the Agenda.**

C. Adoption of Agenda

D. Reports from Administrators

1. a. Kelley Horton, holiday planning committee chair
   b. Chancellor—Dr. Kyle Carter

The Chancellor was on route to the Board of Governors meeting. The Provost made several remarks in Dr. Carter's place noting that the Board of Trustees will be on campus on November 14 and15th. He also stated that there will be no tuition raises in the coming academic year, but there will be a 6.5% increase in student fees and a proposed differential tuition rates for graduate degrees in business and nursing.

2. Provost and Vice Chancellor for Academic Affairs—Dr. Ken Kitts

The Provost announced that the faculty workload policy had been finalized. He also noted that the searches for the deans of International Programs and Library Services had been suspended until next year. Given the budget climate, cost savings, and the failure to fill the positions last year, the Provost felt that it was prudent to discontinue the searches until the following academic year. He stressed that there were interim personnel filling these positions successfully. The provost also announced that 203 students had completed the Collegiate Learning Assessment. He concluded by noting that the forum on campus citizenship held in October was well attended, and would be the start of a collaborative effort among deans, chairs, and faculty to clarify and bolster optimal faculty participation in the campus community.

E. Reports of Committees:
   1. Operations Committees
       a. Executive Committee—Dr. Judy Curtis

Dr. Curtis echoed the Provost's comments regarding the success of the citizenship forum. She also announced that she had met with the Chancellor regarding the issue of faculty morale, and had provided him with recommendations centering on faculty recognition and other moves to improve morale. She announced that the Chancellor had approved the Senate's recommendation to delete courses that are infrequently or no longer offered in departments. She concluded by announcing the General Faculty Meeting will be held at 1:30 p.m. on December 6th in Moore Hall.

       b. Committee on Committees & Elections—Susan Edkins

Ms. Edkins announced that three Senate seats for the next Senate term had been filled. Tom Dooling (NSM) Jonathan Maisonpierre (ART) Brooke Kelly (SBS) and that there would be run off election in the divisions of Education and Letters. Following this there will be elections for at-large seats.

       c. Faculty Governance Committee—Beverly Justice

           Proposals from the Faculty Governance Committee

           1.1 Move the Health, Safety and Environment Committee from an Operations Committee of the Faculty Senate to a subcommittee of the Faculty and Institutional Affairs Committee. This change in

structure is a result of the newly formed Campus Safety and Health Committee (institutional committee). While other solutions were considered, Governance felt this was the best fit and believed HSEC serves a valuable purpose and therefore should remain intact. Governance vote: 8-2-0.

Proposal passed 18-0-0

1.2 Amend the membership of HSEC as outlined below (page 4 of proposal: Section 4B3). The proposed membership would be predominantly faculty and eliminate redundancy for other university officials already serving on the institutional committee. The HSEC chair will be appointed as one of two faculty members on CSHC to ensure the faculty senate committee has a direct link to the institutional committee.
Governance vote: 10-0-0.

Proposal passed 18-0-0

1.3 Amend the membership of FIAC to include the HSEC chair. All sub-committee chairs serve on the parent committee.
Governance vote: 10-0-0.

Proposal passed 18-0-0

1.4 Amend the membership of SACL as outlined below (page 4 of proposal: Section 3B). GPAC now reports to the Office for Advancement and not the Division of Student Affairs. Having a "designee" for the Chair of Student Publications Board would allow another person to substitute in the chair's absence.
Governance vote: 7-2-1.

Proposal passed 17-0-0

　　d. Health, Safety, and Environment Committee—no quorum achieved

2. Standing Committees
　　a. Academic Affairs Committee—Dr. Jose D'Arruda

　　　Proposals from the Department of Mathematics and Computer Science

　　　2.1 Program Proposal: Change the Bachelor of Science in Computer Science program to include a core requirement for a writing in the discipline course (MAT 4020) and change the advanced course section to have the student select four advanced courses instead of choosing four courses from one of three areas.

Rationale: MAT 4020 is needed to provide a writing in the discipline course with prerequisites consistent with core courses in the major. The advanced course area was changed to provide more flexibility to the students and faculty.

Curriculum Approved 9-0-0   Academic Affairs Approved 11-0-0

2.2 Program Proposal: Change the Bachelor of Science in Information Technology program to include a core requirement for a writing in the discipline course (MAT 4020), change the advanced course section to have the student select four advanced courses instead of choosing four courses from one of two areas, and add CSC 3380 and 4020 to the course listings of advanced courses. Also, add a note to the catalog description recommending that students take MAT 1070 or MAT 1090 to satisfy the mathematics general education requirement.

Rationale: MAT 4020 is needed to provide a writing in the discipline course with prerequisites consistent with core courses in the major. The advanced course area was changed to provide more flexibility to the students and faculty. CSC 3380 is an advanced web development course that builds on a core course (CSC 1300). MAT 1070 is prerequisite.

Curriculum Approved 9-0-0   Academic Affairs Approved 11-0-0

Proposals 2.1 and 2.2 passed 17-0-0

Proposal to add Courses to QEP

2.3 Proposal to add Fourteen Courses to QEP

ENG 2200/AIS 2200	Native American Literature—Writing Enriched
ENG 2990	Writing Theory and Practice—Writing Enriched
ENG 3440/AIS 3440	The Native American Novel—Writing Enriched
ENG 3470/AIS 3470	Native American Poetry—Writing Enriched
ENG 3650	Writing in Digital Environments—Writing Enriched
ENG 3720	Writing for the Public Sphere—Writing enriched
ENG 4210	Grant Writing—Writing Enriched
ENGS 4090	Special Topics in Rhetoric and Composition-Reading and Writing About Nonfiction----Writing Enriched
GGY 3770	Geography of American Indians—Writing Enriched
HLTH 3770	Drugs, Society and Behavior—Writing Enriched
HST 1140	World Civilizations to 1500—Writing Enriched
HST 4230	Indigenous Women—Writing Enriched
HST 4410	History of Medieval Britain—Writing Enriched
PED 4030	Facilities Design in HPER—Writing Enriched

Curriculum Approved 9-0-0   Academic Affairs Approved 10-0-1

Proposal passed 17-0-0

b. Faculty and Institutional Affairs Committee—Dr. Tony Curtis - **No Action**

c. Student Affairs and Campus Life Committee—Dr. Marisa Scott - **No Action**

3. Special Committees

F. UNC Faculty Assembly Report: See Agenda
G. Teacher Education Committee: See Agenda
H. Graduate Council: See Agenda
I. Other Committees – No other committees
J. Unfinished Business – No unfinished business
K. New Business

1. Resolution Approving Core Competencies

UNCP Faculty Senate Draft Resolution on System-Wide Core Competencies

Whereas, the UNC Faculty Assembly recognizes constituent institutions have responsibilities for curricular matters;

Whereas, the UNC Faculty Assembly endorses the recommendation from the UNC Strategic Directions General Education Council that *Critical Thinking* and *Written Communication* be implemented as system-wide core competencies;

Therefore, Be It Resolved That the Faculty Senate of the University of North Carolina at Pembroke supports the UNC Faculty Assembly's endorsement and approves the adoption of *Critical Thinking* and *Written Communication* as core competencies at the University of North Carolina at Pembroke.

Be It Further Resolved That the faculty of the University of North Carolina at Pembroke will have primary responsibility for development and administration of assessment instruments on its campus.

Resolution Passed 17-0-0

L. Announcements

Senator Tony Curtis announced that the most recent issue of the *Pine Needle* totaled 32 pages – the largest edition in the paper's sixty six-year history.

M. Adjournment

Motion to Adjourn Passed 17-0-0

Meeting Adjourned 4:35 p.m.

Respectfully submitted

Roger Guy, Secretary.

Appendix B

TO: **UNCP Faculty Senate**

FROM: **Ken Kitts**
              Provost and Vice Chancellor for Academic Affairs

RE: **Chronology of Decision Process for Program Discontinuation**

DATE: **November 26, 2013**

July 2013:
- Finalization of state budget and allocation of funds by GA to UNC campuses.
- UNCP's permanent budget is reduced $3.1 million beginning with FY 2013-14.

September 20:
- Announcement that six programs are under consideration for possible discontinuation due to budget reduction.
- Includes undergraduate degree programs in art education, music education, physics, and theatre; graduate programs in art education and music education.

October 15:
- Announcement that four of the six programs – undergraduate programs in art education, music education, theatre, plus the graduate program in art education -- have been approved for continuation.
- Two programs, physics and graduate music education, are given preliminary notice for discontinuation; programs and departments are invited to respond to recommendation by October 25.

October 25-28:
- Responses received from Department of Chemistry and Physics and Department of Music.

November 22:
- Chancellor accepts recommendation from provost and dean to suspend action on discontinuation of physics program for two years; formal review on implementation of improvement plan and progress toward enrollment goals will occur in December 2015.

November 22:
- Provost and dean notify Dr. Tim Altman, chair of the Department of Music, of decision to affirm recommendation to discontinue graduate program in music education.

November 25:
- At direction of Chancellor Carter, Provost Kitts briefs Senate Executive Committee on program review process and on recommendation for discontinuation of graduate program in music education; requests transmittal of item to full Senate for December meeting.

December 4:
- Presentation by Provost Kitts at Faculty Senate Meeting.

Proposal to Faculty Senate from the Governance Committee

Rationale: Proposed changes originated with the Executive Committee and were brought to Governance for consideration. The changes are summarized here and the resulting exact wording changes to the Faculty Constitution and By-laws are included below.

UNCP Faculty Constitution

1st reading: Nov. 6; vote Dec 4

ARTICLE VI. COMMITTEES

Section 3. There shall be ~~four~~ three Operations Committees:

~~D. The Health, Safety and Environment Committee shall consist of not more than thirteen members. There shall be seven faculty members, one from each of the five divisions, and one from the Department of Nursing and one from the Library. The five divisional faculty members are to be nominated by the Committee on Committees and Elections and confirmed by the Senate. Also, there shall be a representative from the Staff Council, Facilities Operations, and Human Resources. The committee will also include the Assistant Vice Chancellor for Facility Management, the Safety Officer for Environmental Health and Safety, and the Associate Vice Chancellor for Safety and Emergency Operations.~~ *(Page 17)*

ARTICLE VI. COMMITTEES

1st reading: Dec. 4; vote: Feb. 5

Section 2. The Senate shall have the following types of committees: Operations Committees, Standing Committees, Subcommittees of the Standing Committees, and Continuing and Special Committees. The terms of the ~~Operations Committees,~~ Standing Committees and Continuing Committees shall end with the convening of a new Senate at the first regular meeting of the academic year; the Committee on Faculty Governance will be appointed for three-year staggered terms and other Operations Committees' terms shall be the same as the Standing and Continuing Committees; members of Subcommittees of Standing Committees will be appointed for two-year staggered terms; and the term of any Special Committee will be ended upon completion of its designated assignment. *(Page 17)*

Governance vote: 9-0-0

ARTICLE VI. COMMITTEES
1st reading: Dec. 4; vote: Feb. 5

Section 3. There shall be ~~four~~ three Operations Committees:
C. The Committee on Faculty Governance shall consist of not more than ~~eleven~~ nine members, a majority of whom must be Senators or former Senators. They are to be nominated by the Committee on Committees and Elections and confirmed by the Senate. *(Page 17)*

Governance vote: 6-2-1

Rationale: The focus of the work of the Committee on Faculty Governance often takes more than one year to bring to fruition and three-year staggered terms would allow for continuity of activity.

By-Laws

ARTICLE VI. FUNCTION AND SCOPE OF STANDING COMMITTEES, SUBCOMMITTEES, CONTINUING COMMITTEES AND OTHER COMMITTEES

Section 4. The Composition of Subcommittees and Boards

The Subcommittees and Boards shall be composed as follows, with each member having one vote:

  A. Academic Affairs Committee

  1. The Subcommittee on Curriculum:
    Two Representatives from each Division, one of whom will Chair the subcommittee
    One Representative from the Office for Academic Affairs,
    Registrar,
    SGA Secretary,
    SGA Senator.

  2. The Enrollment Management Subcommittee
    One faculty member from each division, one of whom shall Chair the subcommittee,
    Two at-large faculty members, from departments not already represented
    ~~Vice Chancellor for Enrollment Management,~~
    ~~Registrar/Liaison for Information Services,~~
    ~~Financial Aid Director or designee,~~
    Associate Vice Chancellor for Enrollment
    One SGA representative.

  3. The Subcommittee on Academic Support Services:
    One Representative from each Division, one of whom shall Chair the subcommittee,
    ~~Vice Chancellor for Academic Affairs or designee,~~
    Associate Vice Chancellor for Enrollment,
    Associate Vice Chancellor for Information Resources,
    Dean of Library Services,
    Director of Disability Support Services,
    ~~Director of the Writing Center,~~
    ~~Director of the Center for Academic Excellence~~
    One Graduate Student,
    One SGA Senator.

  4. The General Education Subcommittee
    One faculty member representing each of the following General Education areas (one of whom will Chair the subcommittee):
    Arts
    Business/Economics

Education/Physical Education
Humanities
Natural Science/Mathematics
Social Sciences
A Representative of the Office of Academic Affairs

Each of the faculty representatives will serve a two-year term, three beginning on even numbered years and three on odd numbered years. Selection will be by appointment by the Committee on Committees and Elections as with other subcommittees.

Rationale for Enrollment Management Subcommittee changes:

The reorganization of the Academic Affairs division and the elimination of the former Vice Chancellor for Enrollment Management position leaves the membership of the subcommittee outdated. The current position of Associate Vice Chancellor for Enrollment is the administrator most appropriate for ex-officio subcommittee membership. Since the Registrar and Director of Financial Aid before the reorganization reported to the Academic Affairs Vice Chancellor and not the Vice Chancellor for Enrollment Management, their positions were necessary on the subcommittee. Since all positions now are under Academic Affairs and those two positions are lower down in the reporting lines, it is redundant to retain their positions on the subcommittee.

Rationale for Academic Support Services Subcommittee changes:

The specification that one of the representatives from the faculty division should chair the subcommittee is included in descriptions of Enrollment Management and General Education and should be added here. An Associate Vice Chancellor, rather than the Vice Chancellor for Academic Affairs, has always been designated to serve on this subcommittee since the Vice Chancellor serves on the parent Committee. The Associate Vice Chancellor for Enrollment is the most appropriate person since the academic support services report to that position. With the reorganization of Academic Affairs, the Writing Center and the Center for Academic Excellence now have a Vice Chancellor directly knowledgeable about their support services and it is redundant to retain those positions also on the subcommittee. The Director of Disability Support Services, on the other hand, has very specialized knowledge of federal regulations and in the past the Senate has voted to retain that position on the subcommittee so no proposal to eliminate that seat is included.

Appendix D

The regular monthly meeting of the Faculty Assembly convened at 9:05 am on November 21, 2013, with a quorum present.

9:06 am. Tom Ross, UNC President report.
   A. E-Learning Issues
   - Consider the article "Better, More Affordable Colleges Start Online" by MIT president Reif which appeared in the "Time Summit on Higher Education," in TIME October 2013 issue. It suggests a model for where we should be headed.
   B. BOG Update
      a. Tuition: The Board has begun talks on the 4 year tuition plan.
         - Topic will be discussed at the Budget short session in January. Vote expected in February.
         - Reminded the Assembly that the recommendation is for no tuition increases. Time to give students a break.
         - After several months of discussion, there is no longer a requirement that 25% of tuition increases be directed to financial aid. Now there is no minimum and no maximum; it is left to the campuses.
         - Tuition increases have not been sufficient to offset budget cuts. State support for UNC in 1987 was at $7B and since then it has only increased 2%. Meanwhile enrollment has gone up about 62%.
      b. Mission Statements
         - Board will be considering campus mission statements in January.
         - Long range mission review expected by April.
   C. Questions and Answers
      a. Will the push back by K-12 teachers carry over to Higher Education?
         - We are aligned with the teachers on the argument that producing talent requires funding.
         - Ross is co-chairing Shared Budget subcommittee. It would take over $60M to get all institutions to 80th percentile of their peers.
         - There is achilling rumor of proposed plan to fund teachers by cuts to UNC. For example, a 2% increase for teachers would require another 15% cut to UNC.
      b. Mission review process
         - Campuses have submitted missions. Feedback to campuses expected in the next week or so.
         - BOG begins discussions in January
         - Background session in February
         - No substantial changes at most campuses, especially in the older and larger institutions. For example, no change to NCSU.
         - In response to an inquiry about compensation for campuses like UNCW to avoid need for change in Carnegie classification, President Ross indicated that he is not aware of any campus request for an in increase in the Carnegie Classification.
            o There is no extra money to allocate.
            o Funding formula has been working well, though some think it should be tweaked.
            o UNC has put in place incentives based on performance metrics, though funds amount to a total of about one million dollars to be divided among the 17 campuses.
      c. On the status of the new VP for Technology-enhanced Learning and Innovation position.
         - Last interviews are now scheduled, The hope is to fill the position by early December.

d. Again on the topic of paying teachers by squeezing UNC: how serious are these rumors?
- Some legislators mistakenly believe UNC has plenty of money.
- Most of these misperceptions are the result of misunderstandings about the complexity of the UNC budget.
  o For example, some see the one billion on research funding, but do not realize the grant money is encumbered in supporting al kinds of lab equipment, start up funds, graduate students, etc.
  o There are some who thing money should the taken out of Chapel Hill's endowment and be given to other campuses.
  o We have made some progress in clearing out some of these misconceptions.
- More needs to be said about the nature of competition in education. It takes financial commitment to recruit and retain good faculty, and to build and maintain good facilities. Many businesses have been attracted to NC because of UNC; a decline in quality at the University could mean a decline in the state's economic competitiveness. Further cuts would be devastating!
- e. On idea that online instruction is cheaper: While some people may believe that in 5 to 10 years all education will be online.
- Online instruction requires big initial investment and continued support. Producing high-quality online instruction will take many years.
- One thing that will not change is that humans learn best from humans.
- As populations of students increase, brick and mortar infrastructure will also require money – more dining facilities, building maintenance, and new instructional facilities. These costs are high and sometimes counterintuitive; for example, it may actually be cheaper to build some new science buildings than renovate existing ones.

e. On the UNC Campus Security Initiative:
- Doing all we can to keep students safe.
- We need to make sure student conduct court system is fair to students. Making good progress.
- Seek consensus on where we need to be heading.
- Public forum on campus security scheduled for December 02 at NCSU. Attendance is open to all, but registration is required to submit questions.

f. Program prioritization: Clarify GA guidelines to campuses
- Strategic Plan portion of cut requires campuses to reduce academic budget by 2%, but how this is done has been left to campuses. Defers to Ortega for further elaboration.

9:30 am. Suzanne Ortega
A. General Education Council Update
a. GEC work has been great. Has covered an enormous amount of ground. Lots of good thinking and artful compromise.
b. Question on thoughts about assessment
- Over the last 15 years, nothing has consumed more political capital than this.
- Imposed externally? Nobody wants this.
- Is it important? Absolutely yes. Train has left the station. We do it or they will do it for us.
- Source of many frustrations: What does it mean? How do we measure?
- We need to distill the argument that we are doing a great job. Argument must be clear and readily explicable.
- We have a chance to be leaders in assessment. If we fail, we may get vendor-designed tests, and perhaps a system-wide general education curriculum.
- For all the flaws of assessment regimens, reliance on admissions, retention and graduation rates is far worse. These standards often lead to compromises in quality. What counts is a capacity for handling knowledge. What are the skills a college graduate needs? At minimum, critical thinking and communication effectiveness. We need to focus on assessing those skills.

- No perfect assessment.
  - Want layered multimodal assessment.
  - Should be meaningful faculty for formative purposes
  - Diagnoses deficiencies in teaching and learning
  - This exercise is politically necessary, but should also be pedagogically useful.
- c. Question on concerns about people losing jobs based on enrollment data and graduation rates. What is the rule for low productivity?
  - Prioritization protocols are rigid.
  - In theory, program elimination may lead to faculty losing jobs. . In actual practice, relocation or reassignment of faculty is the norm.
- d. Concerns about quantitative literacy not emphasized. (Katherine Stewart responding for Suzanne Ortega):
  - For present purposes, quantitative literacy has been defined as a dimension of critical thinking. .
  - These competencies chosen because assessment must
    - Be applicable to all disciplines
    - Be measured using a uniform, system-wide, platform.
    - Enable specification of how different disciplines contribute to the core competency.
- e. Concerns about control of assessment. Who designs?
  - GEC will continue to work, engage faculty, and seek feedback from campuses.
  - Result will not be 17 different assessment instruments.
  - Concerns about how results will be used are critical to ongoing discussions on the GEC
- B. Program Prioritization
  - a. For decades we have had low productivity reports every 2 years. Five options on program review
    - Low productivity but mission critical
    - Low productivity with plan for change
    - Collaboration with another UNC campus
    - Consolidation
    - Elimination
  - b. Low productivity programs cannot continue to repeat claims that changes are pending. They must explain what is being done that is different.
  - c. Consolidation or elimination has never been mandated by GA.
  - d. Other layers: $25 million cut to be absorbed under academic efficiency. Options
    - Program prioritization
    - Curriculum consolidation
    - Class size – savings.
  - e. Questions about particular campuses deferred to specific and extended discussion at Assembly committee meeting.
  - f. In the near term, prioritization planning will focus on low productivity "repeat offenders."
  - g. Some programs will always fall under low productivity thresholds. Is there a way to permanently classify some programs as mission critical and avoid workload of having to compile report every two years?
    - Reporting process always onerous.
    - Some programs have not made the case they are mission critical.
    - There could be a list of low productivity, mission critical programs. This would have to be generated from the extant data.

9:30 am. Leslie Boney. International, Community, and Economic Engagement.
- A. Value of UNC
- B. (http://www.northcarolina.edu/reports/index.php?page=download&id=1636&inline=1)
  - a. Clarified he is not charged with developing the UNC public relations plan
  - b. His emphasis: community economic engagement. Points of focus:

- Detailed study of how UNC specifically affects economic fortunes of local communities
- Appeal to recognize constraints imposed by compressed reporting timeline.
  c. Gives anecdotal history on how he came to be in this position, starting from being a reporter detailing what is wrong with North Carolina followed by 13 years in government trying to "fix" problems in the state.
    - Particularly interested in "levers," e.g.:
      o Intervention in middle schools
    - Convincing businesses to hire public assistance recipients Eventually arrived at the position that UNC is the greatest under-utilized resource in NC. Main reason why he is now at GA.
  d. Comments on huge loss of jobs in textile industries, mining, manufacturing, construction.
  e. Overall employment slowly increasing since 2008 recession. Now back the level it was in 2008. Jobs increasingly require more education. Shift of major economic activity to metropolitan areas.
  f. UNC historic role
    - Partially judged by job creation
    - Has always been about learning – useful learning. Not just liberal arts, but lawyers, doctors, engineers.
    - For example: cooperative extension services, area health centers, clinics, community development services.
    - Bowles, 20/20. Required consideration of faculty engagement in reward system.
  g. Strategic Directions initiative and UNC value
    - In preparation for SDI, many business leaders were interviewed. They want:
      o Adaptable people
      o Learning agility
      o Graduates who can hit the ground running: internships
      o Good communicators.
      o Do not really want "widgets" with specific and specialized knowledge and skills
    - Section 3. Connecting with the community.
      o Compromise. Old mantra will not do.
      o Being practical not same as turning into a trade school.
      o UNC is not solely a long term proposition.
      o Some emphasis on short term economic impact: Energy, tech transfer (REACH UNC), entrepreneurship, drawing on student's creativity to solve problems.
      o Example of value. UNC faculty testifying on tax reform. Testimony rejected but nonetheless faculty were consulted.
      o Metrics for measuring engagement now required.
    - Other values and considerations
      o Increment on income – probably a good thing.
      o Faculty research.
      o Multiplier effects: lower crime rate, more contributions to quality of life.
      o Need to argue for short and long term values!
      o Remember we live on a 2 year election cycle. Lots of preconceptions: UNC is a waste of money, it is antiquated, is a bad return for investment, does not contribute to job creation.
      o Greater involvement: a lever, not a tumor.
      o Disappearing middle class is recipe for "revolution." No clear way how to replace unemployment due to loss of manufacturing
- 10:30 am. Lightning Sessions.
  A. Kimrey Rhinehart – Military update
    a. CAA update. Planning review discipline panels as was done for regular community college courses under CAA.

b. Veteran population hovering around 7,100 to 7,200. Many are staying in NC.
c. Need to get better handle on military status data. DOD will not release this information.
d. Getting ahead of curve
   - Tracking
   - Creating faculty/staff modules to help familiarize them with military lifestyle and terminology.
   - Will not get waiver of out-of-state tuition but, looking for possibilities for dual enrollment. Catch them while they are in NC.

B. SDI consultant Mariah Thornton (Sp?) (for Kevin Fitzgerald)
   a. Puts out materials for BOG
   b. Monitors progress on implementing plan
   c. Implementation categories:
      - Completed
      - Under way with existing resources
      - Funded
      - On hold (not funded)
   d. Adopted Active Collaboration as a discussion and recording tool.
   e. Issues quarterly Implementation Dashboard report
      - Dashboard summary – Progress/completeness status color coded.
      - Drill down report.
      - Action items attachment.
      - Gives at-a-glance perspective of plan in its entirety.
   f. Preparing for January BOG meeting. Topics: early warning system , college assessment, MOOC pilot, teacher quality, shared services, project management.

C. Mike Wakeford (UNCSA) Assessment
   a. Chair of Quality Assessment subcommittee of GEC.
   b. Where are we now? Have recommended two Core Competencies (CC's). 15 campuses have endorsed CC's by vote of faculty senates.
   c. Tight timeline. Report to President Ross due Jan 31! Must include
      - CC's and SLO's.
      - Initial recommendation for quantitative assessment (a standardized test).
      - Qualitative measure of SLO's.
      - Potential criteria for assessment project
        - Improvement oriented.
        - Demonstrates accountability.
        - Mission compatible.
        - Psychometrically defensible (valid, reliable)
        - Practical (affordable, concise)
      - Shows graphical slide on Accountancy vs. Improvement. Describes tension between AAUP value rubrics, standardized testing and accountability scores.
   d. Discussion
      - We will have a test! The question is whether we create it or have it imposed on us.
      - Better if somehow the instrument builds on our regular SACS-type program assessment.
      - We are not giving more credence to commercial tools, but commercial tools are in the minds of some legislators.
      - Commercial vendors like ETS are willing to go down to faculty level (discipline specific) for input to customize a tool for UNC.
      - Some campuses have QEP's in these areas and already have developed assessment instruments.
      - Tool needs to be sensitive to the diversity of campuses and student population of those campuses.
      - GA is in parallel course with FA in understanding this is a must but it will not be fun.

- It is important to have the voices of the UNC campuses. Need balance between internal and external validity.
- **We own this**! We have to take the risk
- End goal –How will the data be used? Uncertainty on how the data is used is cource of campus anxiety?

D. Steve Leonard (UNC-CH) SGA Issues
  a. Effectiveness of ASG has always been questionable. Several threats in the past from some campuses to withdraw representation.
  b. SGA is the only campus entity with a seat in BOG (and most BOT's)
  c. Effectiveness compromised by misunderstanding of unit as a lobbying entity rather than a shared governance entity. Misunderstanding leads to frustration when they do not get their way or when they do not respond as a lobbyist for a particular campus issue.
  d. It is to our advantage to make sure SGA does not lose its seat in BOG. Faculty do not have one, though not for lack of trying. Even President Ross does not have a vote.
  e. Would be good to talk to SGA about how to be more effective without sounding "paternalistic" nor compromising their interests.
  f. Some campus SGA's have faculty mentors/advisors, others do not. Mentors may help with leadership skills in the context of shared governance.
  g. It is ironic that some members of SGA advocate for defunding UNC support of the association which resonates with external groups who want the same thing.

E. Gabriel Lugo (UNCW) BOT Workshops
  a. Describes an intensive faculty workshop for BOT's at UNCW. The purpose of the workshop was to help members of the board become more sensitive to the nature of the University Studies program, the Applied Learning QEP and assessment thereof.
  b. The report is encapsulated in a high definition video available for download.

F. Catherine Rigsby (ECU) Update on Health Care /Plans (adjuncts)
  a. Faculty welfare committee chairs across the campuses have been in contact with each other.
  b. System wide effort to get faculty voice on health care benefit policies.
  c. Want better HC, less invasive of privacy.
  d. Comments on Affordable Care Act (ACA)
     - ACA required definition of Full-Time employee.
     - In some campuses there are faculty with PT time status working full time on two ½ appointments. Under ACA they would have to be classified as FT.
     - Definition is confined to adjuncts. The term adjunct is used in different ways in different campuses. Defitinon extends to PT/FT lecturers.
     - Read the ACA letters sent to campus CAO's.
     - FA may wish to issue a statement on this topic.

3:00 pm Plenary Session (Board Room)
  A. Chair calls for committee reports.
  B. Instructional Efficiencies Subgroup report - Steve Leonard
     Three topics were discussed:
     a. eLearning
        - Draft report for SDI on Learning to be presented in January to FA and if passed to be vetted by UNC campuses.
        - The draft will include recommendations for
          o Preparing instruction personnel.
          o Protocol for student proficiency (readiness).
          o Protocol for staff efficiency.
     b. Program Prioritization
        - Usefulness of list of low productivity but exempted programs.
        - What are the decision rules?
     c. Advising
        - Review action items in SDI
        - Veterans: Disentangling academic from personal data
        - Faculty advising roles and expectations

d. Comment: This committee as the GEC committee should report to FA

C. GED Subgroup report. Hans Hellner

Three parts

    a. Draft resolution on Foreign Languages in CAA. Resolution drowned in committee.

    b. Assessment: Proper stance, produce something of our own.

    c. Resolution on program closings. Summary of Resolves (Resolution will be posted to FA website when available)

- That GA and campus administration should report to faculty on impact on general education.
- To involve faculty in any curricular change decisions.
- Discussion
  - Minor syntax corrections offered and accepted.
  - Question on whether this motion was specific to Elizabeth city. Discussion that irrespective of that the motion can't hurt.
  - Delegates may choose to pass proposal to campuses for endorsement (as is the case with any other FA resolution).
  - Motion reread.
- **Motion passes.**

D. Academic Resources report. Andrew Morehead.

    a. Committee discussed a resolution to be presented to FA.

    b. Also discussed the academic core white paper.

    c. What is the value of graduate student data?

    d. Collect data on:

- Faculty workload
- Ratio of PT/FT faculty. Trends
- Long discussion
  - Who is the target?
  - Retention rates. If not tied to student success, it will not reach constituents (awk).

    e. Resolution on FT non tenure Track (Resolution will be posted to FA website when available)

- Something dissonant about the resolution. Modulates from faculty to employees to faculty.
  - Change of all instances of "employees" to faculty accepted as editorial.
- Title: Include "Health Care". Motion to include "Benefits Eligibility"
  - Title changed to "Resolution Supporting the Full-Time Status and Benefits Eligibility of Non-Tenure Track Faculty."
- Discussion on whether the terms used match those defined by HR. They do not, but they match the terms used in the letter sent to CAO's in regards to FT Faculty definition required by the Affordable Care Act.
- Discussion on the intent and interpretation of the letter just mentioned.
- Discussion on lack of clarity of last phrase: "…not intended to be applied to Full Time Non-Tenure Track Faculty…"
- Assembly agrees the intent is clear but the wording is not. It is moved that the assembly approve the sense of the resolution, trusting the FAEC to clarify the verbiage of the last Resolve.
- **Motion passes.**

E. Communications Committee report. Mike Wakeford

    a. Had two GA visitors. Drew Moretz and Aaron Hawking (Sp)

    b. Aaron is GA webmaster. Charged with overhauling webpage.

    c. Four main topics were discussed by the committee

- Sentiments strong on Core Competency assessment. Recommends that FAEC and GEC think hard on anticipating likely aggressive faculty response. Matter will get messy
- Deliberated on the program for the session on Communication at the plenary session in January.

- o Bring back Leslie Boney
- o We need to become more nimble in articulating our message
- o Consider a panel discussion including marketing and communication personnel from several campuses and GA
- o Have Aaron show FA a sneak preview of web page.
- • BOT Training
  - o Discussion on the model used at UNCW.
  - o Send UNCW cvideo links to senate chairs and FA chairs to diffuse as they see fit.
- • Internal vs. External marketing
  - o Deepen relation between FA and senates.
  - o Consider idea of FA holding meetings at campuses. (Distance considerations for some campuses maybe a problem).
  - o Need to remember that FA meetings are not open for reasons explained at October meeting.

F. Governance: David Green
- • Talk about an (non-monetary) award for FA service.
- • In addition to collecting names of chairs of key senate committees at UNC campuses, it might be good to also get a list of seasoned faculty who are experts on various aspects of shared governance.
- • AAUP Governance surveys
  - o Grade campuses based on surveys.
  - o Send grade to campuses.
  - o Wording of survey not aligned with administrative titles.
  - o Only one campus has conducted the survey.
- • Security Forum to take place on December 02.
  - o Expects about 100 people.
  - o Campuses encouraged to send senate chairs.
  - o Need to register to present.
  - o Concern about too many surveys, forums.

G. HMI. Margery Coulson-Clark
- a. Karrie Dixon attended meeting. All HMI's were represented
- b. Discussion on
  - • Early warning systems
  - • GPA predictor
  - • General discussion on Student Success
    - o Adverse effects of Withdrawal policy
    - o Differences between Withdrawal and Repeat.
    - o GPA requirement.
    - o Retention rates
    - o There needs to be a way to allow the HMI's concerns to be heard. Some policies not relevant to smaller campuses. Other policies have more detrimental outcomes to HMI than the larger schools.

H. Senate Chairs – Jan Boxhill
- a. Discussion on adjuncts and fixed term faculty in context of ACA policy.
- b. Talked about the survey on Shared Governance. Might help campuses with weak faculty governance.
- c. Revisit endorsement of the FA Articles of Shared Governance.
- d. Discussion on Core Competencies.
  - • Diffusion of information a problem for some campuses.
  - • Discussion on assessment. Concerns that faculty are not in control of assessment.
  - • Clarification that assessment here is an institutional assessment, not a program by program assessment.

I. The meeting adjourns at 4:10 pm.

Respectfully submitted
Gabriel Lugo – Secretary (UNCW)   November 23, 2013

Appendix E

Teacher Education Committee Called Meeting
Minutes
October 9, 2013
3:00 p.m., room 1106, Jones Athletic Building

"Preparing professional educators who are committed, collaborative, and competent."

TEC Members Present: M. Ash, S. Averette, B. Brown, A. Bryant, R. Bullard-Dillard, M. Edwards, D. Feikema, K. Ficklin, V. Ford, K. Granger, A. Horton-Lopez, R. Ladd, C. Lara, R. Lee, Z. Locklear, J. Lucas, D. McBroom, K. McClanahan, J. Rivera, M. Scott, D. Scruton, K. Sellers, S. Simmons, K. Stanley, B. Tyner, J. Warren
Staff: M. Klinikowski, A. Opata, L. Mitchell, B. Winters

1. The meeting was called to order at 3:02 p.m. by Zoe Locklear, Chair. Dr. Locklear introduced Ms. Betsy Tyner, Teacher at Wagram Primary School in Scotland County. Ms. Tyner will serve as the LEA teacher representative on the TEC for this academic year. Ms. Sylvia Averette, LEA AP representative, also announced to the group that she recently decided to retire from state service with 30 years of experience. Ms. Averette will continue to serve on the TEC for the remainder of the school year and is scheduled to present a seminar on "best practices for practical situations" to the fall interns during the week of December 2.

2. The minutes of the September 11, 2013 TEC Meeting were approved as presented.

3. Good News – Dr. Betty Brown announced Dr. Marisa Scott's national presentation she has recently made. Also, it was announced that Mr. Johnathan Locklear, a graduate of our MSA Program, has been named as the new Assistant Principal at Magnolia Elementary School replacing Ms. Sylvia Averette.

4. **Curriculum proposal:**

   a. The proposed changes to the Undergraduate Reading Concentration courses as presented by Dr. Kim Sellers were approved. Copies of these curriculum proposals will be placed on the TEC BB site.

5. **Action items:**

   a. All students presented for admission into the Teacher Education Program by Ms. Aku Opata were approved. Note: The date on the form distributed by Ms. Opata was corrected from February 13, 2013 to October 9, 2013.

6. **Teaching Fellows Report** – Ms. Karen Granger made a status report as to current activities being engaged by the Teaching Fellows, including a recent trip to the Hunt Library at NC State, the Department of Public Instruction, and a meeting with State Superintendent June Atkinson. The Fellows will assist with the VSA Festival and have planned a follow-up social event with students who participated in the Rush Your Major event and indicated interest in teacher education as their major.

7. **Pembroke Day** – Ms. Karen Granger reported that the Pembroke Day event was very successful with approximately 5,000 attendees. The Teaching Fellows assisted in hosting this event, particularly spending time speaking with students interested in teacher education as their major.

8. **Report from the Office of University-School Partnerships** – Dr. Bryan Winters

   a. Early field experience placements – current status – LEAs are sending their confirmations for students to come to their schools for completion of assignments. All early field students should follow specific directions relative to background checks and contact information.
   b. Both copies of the early field descriptions that were sent to all LEAs this semester were distributed. These documents provide explanations to the LEAs as to the specific assignments for each course. Dr. Winters has received some very good feedback regarding these forms that will help us improve the information that is included on the spring 2014 documents.
   c. Reminder: October 19 – Praxis II preparation workshops will be held. These are open to any teacher or student in our service region. The workshops are provided at no cost to the participants.
   d. A new Praxis I preparation session has been added entitled: "Being a Mindful Test Taker". This Praxis I session was added due to the success of the Praxis II session with a similar purpose. Dr. Mark Schwarze provides the Praxis II session, but a counseling graduate student will lead the 4 scheduled Praxis I sessions as distributed.
   e. Dr. Winters reminded the TEC members of the scheduled October 15 Internship seminars on Poverty, with Dr. Tammy Palowski, and the Exceptional Children seminars with Drs. Scott, Bonneau, and Robinson.
   f. Dr. Winters reminded the TEC members of the scheduled November 6 Internship seminars with Regional Teacher of the Year, the Teacher Education Fair, and the Interviewing Techniques seminar with Ms. Elaine Lowery.
   g. Dr. Locklear informed the TEC member that not any of the participating LEAs will be charged a fee by the Career Center for participating in the Teacher Education Fair. All fees, snacks, and lunch expenses will be paid for by the Office of USP. Dr. Locklear and Dr. Winters are working with Dr. Kitts and Dr. John Jones to permanently eliminate all LEA fees charged by the Career Center for future UNCP Teacher Education Fairs.
   h. Dr. Winters reminded the group of the scheduled Fall 2014 Internship meetings on Oct. 24 @ 10:00 & 4:00, SOE room 211.

i.   Dr. Winters distributed a copy of a draft LEA/UNCP Draft Partnership Agreement as information only to committee members. A final draft is being prepared by Dr. Locklear and Dr. Winters for future distribution. Also, Dr. Winters told the TEC members that Harnett and Lee school districts would like to become part of the UNCP regional partnership.

9. **Report - NCATE/Accreditation** – Dr. Roger Ladd
    a. Dr. Roger Ladd provided summary comments from the recent CAEP Conference held on September 19-21 in Arlington, VA. He spoke to the newly instituted off-site review which will now be held prior to the visit which will allow the institution to address any questions and concerns about the IR prior to visit. The majority of the writing of the IR will occur during the spring 2015 semester, so Dr. Ladd reminded all committee members to be prepared to be responsive to his requests for information. Now, the NCATE/CAEP teams are smaller and the on-site visit is shorter than what occurred during the 2007 visit. The IHEs that will be visited during the fall 2015 semester will be the last IHEs to be given "NCATE" accreditation status. Beginning in spring 2016, IHEs will be given "CAEP" accreditation status.
    b. Dr. Ladd reminded the group of the one-day CAEP Conference scheduled for November 22 at A&T State University. Dr. Ladd, Dr. Stanley, Ms. Klinikowski, and Dr. Locklear plan to attend. If other members have interest in attending, please contact Dr. Ladd.
    c. Dr. Ladd presented changes to the Graduate Assessment System (GAS) which were approved and are posted on the TEC BB site.
    d. Dr. Ladd is working on a draft of the MAT Handbook which will be shared.

10. **Report - Director of Assessment** – Ms. Mary Klinikowski presented the following information, making reference to all documents posted at the TEC BB site.

    NOTE: Documents for all meetings are posted at the TEC BB site.

    a. University Supervisor session (held on Sept. 25) – reviewed revised observation form, revised CTC form, discussed inter-rater reliability on observation form, and viewed selected teaching videos. Recommendation: student interns to view videos during future orientation seminars or programmatic seminars to see how observation instrument can be used.
    b.   "Blueprint" review session (held on Sept. 30) – reviewed "proficient" evidences submitted to DPI for program approval. Some programs have changed requirements in Taskstream but not on DPI documents. As planned at this date, programs must request approval if changing proficient evidence in a 2-page explanation/supporting document submitted to DPI Teacher Education Division. This document will be sent to a peer reviewer(s) but not to the SBE. **To consider**: prior to sending 2-page document to DPI, the program coordinator/director would present to the TEC for approval. After achieving TEC approval, the final document would be forwarded to DPI under the signature of the Dean of the SOE.

Evidences that are "tweaked" will not require DPI approval. **To consider**: evidences that are "tweaked" are presented as "information only" items to the TEC for accurate record-keeping by the Director of Assessment.

Guidelines and resources for preparing and submitting blueprints are available at: **http://www.ncpublicschools.org/ihe/remodeling/**

Next step/meeting: Review of undergraduate emerging and developing evidences to make sure they meet the same standards as the proficient evidences. Emerging and developing evidences have never required and, at this time, still do not require DPI approval. Look for email invitation to next work session on continued "blueprint" modifications.

c. Teacher Candidate Work Sample (TCWS) session (held on Oct. 2) – emphasized the history of the TCWS process at UNCP. Also, discussed that at the time the TCWS Manual was removed, critical interim evaluation points were also removed. A new manual will be produced, hopefully, prior to spring 2014 semester. The new manual will once again include interim evaluation points. Copies will be provided to all clinical teachers.

d. Taskstream – Currently updating some drfs, looking across drfs that student interns are most involve with and finding no work yet submitted in TCWS drf. Please require interns to submit TCWS sections ASAP so grading and licensure applications can be expedited. Also, program coordinators need to check ePortfolios and grade all work to expedite licensure application process. Program coordinators/university supervisors were encouraged to send emails to their interns asking them to submit required sections of the TCWS as soon as possible.

e. Rubrics – Rubrics in Taskstream need our attention and revisions. **Next step/meeting**: Look for email invitation to "rubric work session."

11. Report - Office of Teacher Education/Dean's Office:

a. Dr. Locklear reported that Eric Guckian, Senior Education Advisor to the Governor, made a campus visit on October 9 at the invitation of Dr. Olivia Oxendine.

b. Dr. Locklear reminded the TEC members of recent SBE action regarding the Praxis II Examination: October SBE action – Praxis II will be required for all applicants for an initial teaching license as mandated by recent legislative action. The SBE approved the recommendation that the policy will go into effect for candidates completing licensure/program requirements on/after July 1, 2014. (Elementary and special education candidates will continue to take the current Praxis II tests for the 2013-14 year.)

c. Dr. Locklear reported that she, along with Ms. Klinikowski, Dr. Stanley, and Michelle Locklear participated in a Licensure Update Webinar on Tuesday, October 8. The webinar is posted at the following link: http://ihe.ncdpi.wikispaces.net/Licensure

Note: An additional campus meeting will be scheduled with Elementary, Special Education, and BK program coordinators/faculty to review this webinar.

d. Dr. Locklear reported that this item remains one of interest by the TEC and Provost Kitts. She will work with Dr. Betty Brown to circulate a draft Program Coordinator "Job Description" and suggested stipend proposal to the TEC for presentation later in the year to the Provost.
e. Teacher tenure legislation – This item was not discussed. Dr. Locklear would like to ask Dr. Patricia Faulk to assist with an explanation of the changes in the tenure law at a later date.
f. Dr. Locklear provided an update on the Educator Preparation Report Card. Report cards will be published in mid-October. The majority of the data is pulled from the IHE Annual Performance Report. Effectiveness of graduates data, based on the NC Educator Evaluation System, will be provided to the campuses prior to public release. UNCP data on the NC Professional Teaching Standards 1-5 will be provided to the TEC. The file will provide the number of completers (<3 years' experience) receiving each of the possible ratings on standards 1-5 and the total number of UNCP completers with a rating for the standard. Standard 6 data will be provided to UNCP when it becomes available (late fall 2013/winter 2014).

    Reminder: DPI will provide the data disaggregated by licensure area after the publication of the Educator Preparation Report Cards.

g. Dr. Locklear reported that a 2014 IHE Annual Performance Report will be required. A Qualtrics survey for the TEC program coordinators and directors as well as the UNCP campus will be distributed in late November. The report will be due to DPI in May-June. This year's report format will change to incorporate RttT Report Cards.
h. Dr. Locklear reported that the 2013 state level IHE Annual Performance Report were presented to the SBE at October meeting and sent to General Assembly. The state report and campus reports are now located at: www.ncpublicschools.org/ihe/reports
i. Dr. Locklear explained that information for the USDE's Title II Report Cards was verified to ETS by the Licensure Office as of October 9. The ETS matches will be used to calculate licensure exam pass rates (traditional and lateral entry program completers.) The resolution period for our data through ETS will occur January 29-February 27, 2014.
j. Dr. Locklear reported that two professional development meetings have been scheduled by DPI for Region 4 on October 24 and February 19, from 9:00 am – 4 pm in Southern Pines. Additional information regarding registration will soon be provided. UNCP faculty representatives will attend these meetings.
k. Dr. Locklear reported that there is a strong possibility that the Teacher Recruiter position previously occupied by Ms. Sandra Strickland will be refunded. Additional information will be provided. The Community College Teacher Recruiter position previously occupied by Ms. Odalis Locklear has been eliminated at the GA level.

l. TEC Sub-Committees – Dr. Locklear will distribute this information via email.

12. Announcements:

- Reminder: SOE Departmental Majors' meetings - October 16 @ 10:00 a.m. & October 17 @ 5:00 p.m.
- VSA Festival: October 23 – see Dr. Dorea Bonneau for additional information
- Mary Morrow-Edna Richards Scholarship (NCAE) – due January 30, 2014

13. Information/Handouts:

- NCDPI's IHE Wiki http://ihe.ncdpi.wikispaces.net/

- **NCDPI's Educator Preparation Website http://www.ncpublicschools.org/ihe**

- **ihefaculty@lists.dpi.state.nc.us**
  Used to provide updates and communication to IHE faculty interested in educator preparation programs. How to subscribe:
  1) Send an email to: join-ihefaculty@lists.dpi.state.nc.us
  2) Leave the subject line and the body of the message blank. NOTE: If your email automatically adds a signature, you must delete the signature before sending the join message.
  3) Once you have successfully subscribed, you will receive a confirmation email.

14. The meeting was adjourned at 5:03 p.m.

Next meeting: Wednesday, November 13, 3:00 p.m., Room 1106, Jones Athletic Building
Respectfully submitted,
Courtney Brayboy

Appendix F

<div align="center">

Items for *Faculty Senate*
School of Graduate Studies and Research
December 4, 2013

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Respectfully submitted by:
Rebecca Bullard-Dillard, Ph.D.
Dean, School for Graduate Studies and Research

Office for Graduate Studies
The Graduate Council met on November 18, 2013 in the UC Annex, Room 203.   The
following information may be particularly relevant to the Faculty Senate.

- Two faculty members were granted graduate faculty status (one adjunct, one professional affiliate).
- One Course change proposal was considered and passed:
  HPER
  EXER 5990—Capstone Study. Make a repeatable course for students and must be taken in consecutive semesters until such time that the final document has been successfully completed and defended.
- Program Directors were encouraged to consider developing certificate programs that may be desirable in their respective disciplines.
- Program Directors were reminded to prepare students for the Graduate Research Poster Session held in March.