College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, February 5, 2014, at 9:30 a.m. in Killian 202.


Others present: T. Metz

Members absent: P. Bricker

Minutes: Motion and second to approve the minutes dated 1/8/2014 passed unanimously.

Guest Speakers – Tim Metz, Assistant Vice Chancellor, Institutional Planning & Effectiveness

Dr. Tim Metz introduced himself to the Council. Dr. Metz mentioned that he is learning the intricacies of public education and the changing environments related to data expectations. He is supportive of the IPE team at WCU and expressed that the team consistently does its best to meet the requests and challenging needs of the university. Web page enhancements are forthcoming which will make OIPE data more accessible to the university community. Those who are interested in data self-service are welcome to contact Tim for assistance. Tim thanked the College for the opportunity to participate in its recent Assessment Day conversations and encouraged the College to align budgetary requests to the data driven work accomplished by the College on Assessment Day. The ability to tie funding to student learning outcomes will serve to enhance accreditation.

Dr. Metz announced that Digital Measures will no longer be overseen by OIPE and will be implemented by the Provost Office. Dr. Andrew Adams, a faculty member from the School of Music, will be overseeing this process.

University space concerns and classroom updates were briefly discussed. This topic crosses campuses throughout the UNC system. Chancellor Belcher has budgeted $200,000 annually to enhance classrooms on campus.

Dean’s Report

Dale announced that Dr. Barbara Parker, President of Haywood Community College, will be on campus tomorrow for a tour of WCU. She will visit Suite 201, walk through Killian, the McKee Clinic and visit with the Teaching Fellows. Barbara is a graduate of CEAP.

Dale reminded units about alternative assignments for students when classes are canceled.

There is a research colloquium today in Killian 102. In celebration of WCU’s 125 anniversary, Dr. Bruce Henderson will speak about the history of Psychology at Western Carolina University.

Dale publicly acknowledged Dr. Mimi Fenton, Dean of the Graduate School, for her collaboration and support of CEAP. She is a willing partner and supporter of graduate programs and recruitment.
This year school partnership agreements with the public schools will be renewed at the school district level. In the past these agreements were initiated with individual schools. Dale C. will take the lead on this initiative.

The Killian Society, a CEAP development initiative to support student scholarships, will soon be announced. More information will soon follow. Brochures are in the process of being printed.

Search Committees

Amanda Shroyer will begin Monday as the Administrative Support Associate for the Department of Psychology. An offer has been extended to a candidate for one of the Psychology faculty positions. Interviews will soon be conducted for the other faculty vacancy in Psychology.

Dale B. reported there are three on-going searches in the department; two CSP faculty and one BK instructor. An offer is pending for one of the CSP faculty lines. Currently the College Student Personnel program is under program review.

Dan reported that the advertisements for the two open faculty positions (SPED and HPE) are active.

Alvin reported that the Dean Search committee is currently conducting phone/video interviews with candidates in order to select candidates for campus interviews.

Curriculum Update

Kim provided the following curriculum update:

Voted and approved by the PEC:
- Deactivation of EdS
- Deactivation of MAEd – Community College Administration
- Inactive PostBac Certificate Middle Grades
- Post Master’s Certificate in Public School Leadership – add “Masters with 3.5GPA” as one way to demonstrate readiness for graduate level work

Items that passed CEAP’s Curriculum Committee meeting last Monday:
- MAEd In Elementary and Middle Grades – put online (approved with clarifying revisions to be made)
- EDCI 305 – Global Educational Systems (new course)
- EDL 617 – Philosophy, History & Sociology of Education (new course-MSA/PMC)
- PRM - course change & PRM 333 – new course; essentially splitting topics of an existing course and to a new course
- School Psychology SSP – adding option of “research project” instead of thesis
- PSY 648 & 663 – course changes related to SSP program change (PSY 648-incorporating more of an applied child focus including assessment and intervention instead of limited to neuropsychological assessment. PSY 663- additional content – low incidence disabilities)

Business Items

Search Committees and Scheduling of Candidates for Interviews

Dale led a discussion on candidates’ schedules during the interview process. Are candidates scheduled to meet with the Graduate Dean? Does the candidate have exposure to the Coulter Faculty Commons?
Units are encouraged to think strategically about how a candidate’s time is spent on campus so that the chosen candidate will want to come to Western. Dale reminded units to provide candidates with a copy of the departmental collegial review document.

Assessment Day Debrief

Evaluation, success, suggestions for improvement, continue?

The overall sense of the event was that programs appreciated the dedicated time away from the classroom in order to assess programs. Renee reviewed evaluation survey data and comments with the Council. The overall consensus from the Council was that Assessment Day should continue. Additional conversations related to logistics, timing and templates will continue.

Graduate Program Recruitment

New applications for Graduate School are declining. The Council discussed doing more to recruit our own undergraduate students and increasing opportunities/venues for recruitment. Alvin asked units for student recommendations for Psychology graduate programs. The Council discussed recruitment ideas such as providing information during capstone courses, holding a graduate program college event/fair led by current graduate students and hosting recruitment dinners/receptions for promising students. More time will be dedicated to developing plans as a college.

edTPA Update/Overview of Training in Chapel Hill

Nine faculty attended edTPA training in Chapel Hill including Mary Ella Engel from the College of Arts and Sciences. Kim reported that this training session was very similar to the training that WCU has been providing at the local level.

Student Teaching Policies Document

Kim distributed to council members a draft document which sets thresholds for minimum requirements for duration of student teaching (including full-time/co-teaching requirements).

WCU 125 Party-to-go Requests *

Request forms and a list of WCU 125 items available for check-out were provided. Units may use the WCU 125 commemorative branding for college-level events throughout 2014.

Task List

- Recognition for Guest Speakers
- Strategic Plan
- Assessment Day Template
- Advisory Groups
- Curriculum Process
- CEAP Research Website
- Program and Department Meeting Minutes

Important Dates

Leadership Council Meetings

Wednesday, February 5, 2014, 9:30 AM
Wednesday, February 19, 2014, 9:30 AM
Wednesday, March 5, 2014, 9:30 AM
Wednesday, March 19, 2014, 9:30 AM
Wednesday, April 2, 2014, 9:30 AM
Wednesday, April 23, 2014, 9:30 AM
Wednesday, May 7, 2014, 9:30 AM
Wednesday, May 21, 2014, 9:30 AM
Wednesday, June 4, 2014, 9:30 AM          Wednesday, June 18, 2014, 9:30 AM

Other Important Dates
CEAP Assessment Day, KL 102
Peak Performer & Botner Nominees Due
CEAP Honors & Awards, UC Grand Room
State of the College Meeting, KL 102

Friday, January 24, 2014, 9:00 AM-3:00 PM
Friday, January 31, Friday, February 14, 2014
Wednesday, April 9, 2014, 4:30 PM-Reception,
5:00 PM-Ceremony
Friday, April 25, 2014, 11:00 AM – 12:00 PM

Tentative Budget Hearing Timeline
February 7 (noon)  Deans/Division Heads submit budget proposals to Provost Office
February 11  Academic Affairs Budget Hearings where COD members present budget
requests—open meeting and budget requests posted for campus review afterward
February 12-21  Academic Affairs feedback period for Budget Proposals
February 25  COD reviews feedback and finalizes AA budget requests at COD meeting
February 28 (noon)  Priorities submitted by COD members to Office of the Provost (Greg)
March 3  Academic Affairs budget requests in priority order due to Chancellor

Interim Dean Carpenter adjourned the meeting at 11:00 A.M.