College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, September 18, 2013, at 9:30 a.m. in Killian 202.

Members present:  D. Brotherton, D. Carpenter, R. Corbin, K. Corzine, M. Decatur, A. Malesky, L. Nickles, M. Rompf, K. Ruebel, D. Strahan, R. Wike

Others present:  L. Bloom for D. Grube, J. Habel

Members absent:  D. Grube

Minutes:  Motion and second to approve the minutes dated 9/4/2013 passed unanimously.

Announcements

Update to LC meeting schedule-  Thursday, November 7, replaces Friday, November 8.  Friday, December 13 has been cancelled.

Lee reported that one of the issues related to delivering computers was a delay in the etching process. The university is looking to purchase an etcher for the print shop to eliminate this issue going forward. Lee also announced that guest wireless access will be automated by the end of the semester. Faculty and staff will be also be able to log-in to guest wireless.

Kim and Dave are hosting the North Carolina professional group for Middle Grades Educators next Friday at WCU. Faculty and students from North Carolina sister institutions have been invited. All college members are invited to attend the discussion panel on edTPA which will be held on Friday afternoon, September 28.

Lisa and Dave are hosting a workshop on Response to Intervention (RTI) with Cherokee Central teachers on Friday, September 21.

Dale C. announced that Lowell Davis will be a guest at the next Leadership Council meeting.

Dean’s Report

The new roof for Killian is about half-way finished. It is not tar and gravel; rather, it is made of plastic sheeting and can be seen from the third floor of the building.

Dale encouraged council members and college members to actively participate in university discussions about the Master plan and to become involved in the Provost search.

Staffing Plan – A meeting of the Council of Deans was held last Friday to discuss possible new positions from increased fees and tuition. The College’s number one priority is to obtain a second position for the College Student Personnel program. Dale and the Department Heads have been discussing vacated positions within the College and where the positions will be assigned.

EdD reunion – Ed.D. alums have been invited to meet the new co-hort of Ed.D. students at Biltmore Park, Saturday, October 5. Responses have been favorable to this effort to reconnect with alums.
J. Robinson Award – A proposal has been made to eliminate the J. Robinson eTeaching Award. The original purpose of the award was to encourage faculty to teach online. It is expected that a proposal to eliminate the award will be brought to faculty senate. Dale encouraged council members to provide feedback to CEAP’s faculty senators.

Encase Software – Dale brought this item forward to the Council of Deans. The Council of Deans discussion noted that other universities have similar processes in place. A cost saving is anticipated. This topic is also being brought forward for discussion by Faculty Senate.

Advancement Council- A newly formed CEAP Advancement Council will hold its first meeting Friday, September 20.

Search Committees

Mary Beth reported that the administrative support associate search has been suspended. Annie McCord has been reassigned to the Office of Field Experiences and will report to Mary Beth.

Dale B. reported that the PRM tenure-track faculty search is on-going. Not many applications have been received to date. The MSA fixed-term search for 13-14 failed. This position will be reposted as a tenure-track position for 14-15.

Business Items

Diversity

John Habel distributed handouts related to college diversity initiatives which included identified opportunities for the College to align with its strategic direction #4: Foster and maintain a diverse, welcoming community that supports the development of culturally competent and globally minded professionals. John suggested that a college-wide meeting be held in order to gain consensus for this initiative, discuss inclusion of diversity in processes, and determine how outcomes should be evaluated. The Council discussed the strategic plan and the potential need for focused discussions. John asked: what processes can the College establish in order to elevate diversity which will endure and not be dependent upon individuals? It was suggested that proposals be developed by the Diversity committee and presented to the Professional Education Council. The Council is in support of a college-wide meeting which will be scheduled later in the fall semester.

Psychology Research Colloquium and CEAP Involvement

Alvin announced that Professor Schuyler Huck, Distinguished Professor at the University of Tennessee Knoxville, will make a presentation on using Facebook to increase statistical world literacy at the October 23 colloquium. Dr. Jamie Vasque from the Criminology and Criminal Justice Department will present her research at the October 30 colloquium.

Alvin discussed expanding this forum to the College with the Council. It was suggested that a committee be formed to oversee bringing folks to campus. Units are asked to send names for committee membership to Alvin.

edTPA Implementation Commission Proposal *  

Lee provided the Council with a proposal regarding specific operations and the authority of the edTPA commission should the group be approved status as a commission. There was discussion related to
ensuring involvement of the faculty and it was noted that this group will not have budgetary or curriculum decision authority. A motion and second were made to support and implement the edTPA Implementation Commission proposal. The Council voted unanimously to support the proposal.

*Budget (indirect, trust funds, other) Mary*
College and unit-level indirect and trust funds were reviewed with council members. These fund balances typically “roll” from year to year. During the 12-13 academic year, individual department funds were established for E & T spending. In addition, the Chancellor proposed a sharing of indirect funds received from grant activity which resulted in the establishment of indirect funds for principal investigators, departments and the College. An information sheet regarding permitted uses of indirect funds and reporting requirements was provided. Other trust or “special funds” held throughout the College, those which are established for a specific purpose as described in the original subsidiary fund authority (SFA) request, were reviewed. Information about maintaining trust funds and compliance was distributed. Dale asked that scholarship information be provided at the next meeting.

*Strategic Plan – attachment (CEAP strategic plan) Dale*
A copy of the CEAP strategic plan was distributed. Dale asked units to begin a discussion of the strategic plan within programs so that we begin to identify and align college work to the strategic plan.

*Independent Study Monitoring Plan Alvin*
The CEAP plan is currently in a holding pattern until the University formalizes its policy for independent studies.

*Program Advisory Groups * Dale*
A template has been sent to units for reporting of active program advisory groups within the College. An advisory group is one which provides input to program operations and may include students, unit representatives from across the university, and community members.

*Open House (format & follow up) Dale/Council Members*
Dale asked council members for feedback about Open House. What are we doing and what should we do? Activities vary by program. Typically, an information session is provided at the Ramsey Center and then breakouts are provided at the colleges by programs. It was suggested that additional materials be provided to the attendees and contact information be collected. Dale reminded folks to use microphones so that participants can hear better in KL 102 and to consider presentations that appeal to both parent and potential student groups.

*Courtesy Appointments (draft) * Dale*
A draft courtesy appointment proposal was presented to the Council. A courtesy appointment would be made to faculty outside of the College who have joint programs with CEAP. Primarily the proposal is honorific in order to acknowledge participation and collaboration. Dale asked the Council for feedback. The Council is in support of moving forward with this proposal.

* electronic handout

Task List

Strategic Plan
## Important Dates

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<tr>
<th>Leadership Council Meetings</th>
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<td>Wednesday, September 18, 2013, 9:30 AM</td>
<td>Wednesday, October 2, 2013, 9:30 AM</td>
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<td>Wednesday, October 23, 2013, 9:30 AM</td>
<td><strong>Thursday, November 7, 2013, 9:30 AM</strong></td>
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<td>Wednesday, November 20, 2013, 9:30 AM</td>
<td>Wednesday, December 4, 2013, 9:30 AM</td>
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<td>Wednesday, January 8, 2014, 9:30 AM</td>
<td>Wednesday, January 22, 2014, 9:30 AM</td>
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<td>Wednesday, March 5, 2014, 9:30 AM</td>
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<td>Wednesday, April 2, 2014, 9:30 AM</td>
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<td>Wednesday, June 4, 2014, 9:30 AM</td>
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Interim Dean Carpenter adjourned the meeting at approximately noon.