College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, September 3, 2014, at 1:30 p.m. in Killian 202.


Others present:  B. Schwab

Minutes:  Motion and second to approve the minutes dated 8/20/2014 passed unanimously.

Announcements

Alvin announced that Marilyn Beck has joined Psychology as the administrative support assistant.

Kim W. invited all to Teach Like a Pirate presented by Dave Burgess, September 29, 6:00 p.m., FAPAC. The event is open to the public.

An NCATE (CAEP) meeting is scheduled for all team members on Friday, September 19, 10:00 a.m., KL 102.

Guest Speaker – Dr. Brandon Schwab, Associate Provost

Dr. Brandon Schwab, the newly appointed Associate Provost at Western Carolina University, joins WCU from Humboldt State University, California. He oversees faculty and staff development, curriculum, the Highlands Biological Station, and is the point of contact for faculty to the Provost Office. Dr. Schwab met with the Council to learn a bit more about CEAP and to encourage folks to look to the Provost Office for support and to provide feedback as this office begins a new following recent transitions.

Dean’s Report

• The paid parking lot in front of Coulter is a pilot program. It was noted that during the first two weeks of school $2000 was collected.
• The UNC Board of Governors will be on campus next Thursday and Friday, September 11 and 12. Committee meetings will take place on Thursday followed by a public meeting on Friday. A microsite for this event has been developed and provides attendees with information about the area, things to do, essential information, maps and a schedule of meetings and locations. All are encourage to attend meetings as appropriate.
• Tile has been completed on the first floor - Killian. Waxing began last night and should be completed this evening.
• A possible new CEAP scholarship is in the works which would be dedicated to providing support to teacher education students during their internship.
• As a reminder, please inform campus police when large events are scheduled on campus so that they can assist with traffic movement on campus.
• Dr. Alisa Chapman, Vice President of Academics and Programs, will be on campus for the BOG meetings. A conversation with Dr. Chapman and teacher education faculty is scheduled on Wednesday, September 10, 3:00 PM in Killian 108.
• WCU is working to locate funding for increases for those SPA employees who work in units such as athletics and student affairs which were not funded by state government.
• Anna McFadden reported to Faculty Senate that the average number of electronic devices that a student brings to campus (and connects to the internet) is 5. Since last year WCU has doubled its bandwidth capacity.
• Academic Partnerships will be on campus in a couple of weeks. Their specialty is to partner with online programs to increase enrollment. In prior discussions, there was little interest. Departments/programs interested in exploring options should contact Dale.
• The Provost and Chancellor would like all units to encourage WCU alumni to come to campus as guest speakers where it may be beneficial for students.
• CEAP Strategic Planning Conference is next Friday, September 12. The agenda will be:
  o Part I – look at our strategic plan- does it make sense?
  o Funding and budget process presentation by Kristen Crosson, WCU Budget Director.
  o Break out session for programs to identify priorities and identifying budget requests in preparation for university budget hearings which will be held prior to the end of the semester.
  o Day will end with a reception for participants.

Search Committees
Human Services is currently advertising for an administrative support associate.

Suite 201 will bring in two candidates for the advisor vacancy.

The search committee for the Vice-Chancellor, Administration and Finance expects to bring candidates to campus by the end of September.

Curriculum Update
This Friday is the first Curriculog overview session for deans, university committee chairs, and department heads. In the next few weeks, the Curriculog site will be up and running.

Business Items
UNC System Tuition & Fees *
Dale
Dale provided a handout of 2015-17 Tuition and Fees to council members. CEAP does not have differential tuition. It is unlikely that additional fee requests will be approved in the near future nor are proposals being solicited. A spreadsheet was distributed electronically which lists all fees collected by institution throughout the UNC system. Council members may review and compare fees by program at other institutions.

Expansion budget
Dale
Requests to expand existing budgets for growth programs are considered annually. A university proposal related to STEM courses is being developed. Dale brought forward CEAP programs which have more applicants than what they accept (i.e. COUN, BK, HR, EdD) should be considered.

Summer school
Dale
A draft of the newly revised APR 19: Guidelines for Summer Session was distributed. The proposal includes a change to the pay schedule for faculty. All full-time faculty would be compensated at the rate of $1500 per credit instead of the variable pay scale used in the past. Additionally, faculty who teach residential courses (a minimum of 3 credit hours) would receive a $500 stipend in the form of professional development funds. Session dates will be reduced. Mini-semester will most likely only take place as a study away/travel program. A campus-wide forum to discuss summer school is expected to
be held September 16. Dale asked all to think about summer school proposals that make sense for CEAP to bring forward and which provide increased opportunities for our students.

Lowell Davis is the Provost Office contact point for summer school. It is WCU’s intent to increase the residential presence during summer session. Additional marketing efforts are expected.

Recruiting

- Recruiting seniors into graduate programs
- Social network assistance
- Coordinating efforts and best strategies across programs

Due to time constraints, this discussion was tabled for a future Leadership Council meeting.

Suite 201 Events – 2014-2015

- **Beginning Teacher Support:**
  - BT Symposium, August 5-6, 2014
  - Late Hire BT Orientation, September 29, 2014 @ 8:00-3:00 pm, TBA
  - Professional Development, Dave Burgess & Crisis Management Training, September 30, 2014 @ 9:00-3:30 pm, Blue Ridge
  - Professional Development, Classroom Management & Discipline, Amie Dean, February 23 @ 9:00-3:00 pm, TBA

- **Recruitment:**
  - Teacher Cadet Training: June, 2014 (PD for teacher leaders of cadet programs)
  - HS Teachers of Tomorrow, October 20, 2014 @ 8:00-1:00 pm, UC
  - MS Teachers of Tomorrow, March, 2015, TBA
  - Info Session for HS Counselors
    - Nov. 17th (Biltmore Park, 346), 2014 @ 1:00-3:00 pm
    - Nov. 21st (Cullowhee, KL 102), 2014 @ 1:00-3:00 pm
  - WCU On Tour, Sep. 29-October 1
  - Cherokee Central Schools – groups to campus - TBA

- **Retention:**
  - Whee Teach Mentor Training: August 11-16, 2014
  - University Supervisor Training:

- **Partnership:**
  - After School Program (in collaboration with Cullowhee Valley School & CUMC), begins September 15
  - Professional Development, Dave Burgess, Sep. 29, 2014 @ 6:00 pm, Bardo FPAC
  - Community College Meeting, March, 2014, TBA
  - edTPA Local Evaluation Training: Oct. 3 (Cullowhee) and Nov. 3 (Biltmore Park) [for University Supervisors and School Partners]

**Licensure Exam Changes/EE2 Changes**– Recent changes in NC licensure allows candidates to take Praxis tests during their first year of teaching. Concerns have been expressed that time away from content to taking the test may have an adverse impact on future passing rates. Council members discussed pros and cons related to programs requiring students to take the Praxis prior to submitting licensure. Dale and Kim will discuss changes with other colleges’ teacher education programs and provide this information to the PEC.
Host Teacher and Student Evaluations of Early Field Experiences

Renee reviewed the most recent early experiences data with the council. 117 host teachers completed the survey. Renee noted that the score for “demonstrated problem solving skills” has dropped slightly over time. Host teachers recommending students for the teaching profession is above 90%. Student responses to the early field experience survey are similar to those in years past.

TRACS Stress Level Survey

Renee conducted a recent survey of fall and spring teacher education graduates. Over the course of a student’s program, reported stress levels increased to the moderate-significant range during the final program year. TRACS is reviewing this data and will be discussing this further with student focus groups.

College Needs for Master’s Level Research Classes

Dale B. Human Services faculty will be teaching EDRS 602 courses for all college programs. It is anticipated that EDRS 602 should be the overarching research course offering for most/all CEAP programs. Dale is happy to meet with programs to discuss content need and focus for course work. It was suggested that two sections EDRS 602 (one per semester), with a cross-listed distance section should be sufficient. The Council reviewed and agreed that EDRS 611 and EDRS 612 course offerings were not needed.

* electronic handouts

Task List

- Holiday Luncheon

Leadership Council Meetings – Killian 204

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<th>Date</th>
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<tr>
<td>Wednesday, September 3, 2014</td>
<td>1:30 PM</td>
<td>Wednesday, September 17, 2014</td>
<td>9:30 AM</td>
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<td>Wednesday, October 8, 2014</td>
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<td>Wednesday, October 29, 2014</td>
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<tr>
<td>Wednesday, November 12, 2014</td>
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<td>Wednesday, December 3, 2014</td>
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Other Important Dates

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<tr>
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<tr>
<td>CEAP Killian Society Kick-off</td>
<td>Friday, September 5, 2014</td>
<td>UC Multipurpose</td>
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<td>CEAP Conversation with Alisa Chapman</td>
<td>Wednesday, September 10, 2014</td>
<td>KL 108</td>
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<td>CEAP Strategic Planning Day</td>
<td>Friday, September 12, 2014</td>
<td>NCCAT</td>
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<td>CEAP Meets with Provost</td>
<td>Friday, October 31, 2014</td>
<td>KL 102</td>
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<td>CEAP Holiday Luncheon</td>
<td>Wednesday, December 10, 2014</td>
<td>KL 102</td>
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<td>CEAP Honors and Awards</td>
<td>Wednesday, April 22, 2015</td>
<td>Grand Room</td>
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Dean Carpenter adjourned the meeting at 3:50 p.m.