College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, February 10, 2016, at 9:30 a.m. in Killian 202.

**Members present:** D. Carpenter, R. Corbin, D. Grube, C. Flood, L. Nickles, A. Malesky, P. Robertson, M. Rompf, J. Stewart, K. Winter

**Absent:** P. Bricker

**Minutes:** Motion and second to approve the minutes dated 1/27/2016 passed unanimously.

**Announcements**

Alvin announced that the review team for Psychology graduate and undergraduate programs will arrive Sunday evening. The team will be on campus Monday and Tuesday. School Psychology is scheduled to have a separate program review.

Phyllis announced that PRM will undergo program review next month. Applications for the school counseling program have increased since the program moved to Biltmore Park.

Todd Murdock and David Westling are recipients of the Million Dollar Circle Award from the Research and Grants Office. Todd Murdock has acquired more than 3.9 million dollars in funding over the course of his career at WCU. David Westling has also brought substantial grant funding to WCU.

Lee reported that IT’s draft policy on system access will allow for adjunct faculty to keep email access through the last day of the month of their contract. Faculty who retire may keep their email active if they make a request, without applying for Emeritus status. Computer accounts (username) will now be called your “WCU ID”.

**Guest Speaker: Tonya Westbrook, Associate Professor**

Tonya, chair of the QEP development committee, provided council members with an update of the new WCU Quality Enhancement Plan rollout. *Courses to Careers* has been selected as the campus focus. The rollout is scheduled as follows:

- Fall 2016 – a pilot of the plan will be initiated and will incorporate any needed plan tweaking.
- Spring 2017 – SACS visit is scheduled; plan will be evaluated for implementation.
- Fall 2017 – Finalized QEP plan rollout and implementation to the campus community.

Tonya will be meeting with various constituencies across campus to seek feedback. She welcomes the opportunity to come to department meetings.

**Dean’s Report**

**Upcoming Presentations:**

- Lou Fabrizio, from NC DPI, will discuss the new education law: *Every Student Succeeds Act* (ESSA), tomorrow at 4:00 p.m. He just made this presentation to the NC General Assembly.
- Dr. Lynn Sacco will present this year’s Ron Morrow lecture series next Wednesday at 5:00 p.m.

**Census Data** * - Revenues for the university are driven by enrollment data. The college is down in several areas, particularly graduate program enrollment.

**Fall 2016 Projections** * - Enrollment management is predicting that WCU will have its largest freshman class. 1800 students are expected. This will have a large effect on liberal studies and first year seminar courses.
Capstone Class Agenda – Dale will focus on undergraduate courses. During the time that he spends with capstone courses, he will ask for feedback regarding students’ perspective and experience, talk about graduate programs, and he will provide information about the 2016 Senior Toast.

Search Committee Updates

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<tr>
<th>Unit</th>
<th>Open Positions</th>
<th>Status</th>
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<tbody>
<tr>
<td>Human Services</td>
<td>150711, COUN FT faculty</td>
<td>Posted – 1/14/2016</td>
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<td>162215, Com Coll _EdD FT faculty</td>
<td>Posted – 1/20/2016</td>
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<td>1508, HR TT faculty</td>
<td>Posted -1/12/2016</td>
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<td>2089, Ed Research TT faculty</td>
<td>Posted</td>
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<td>1594, BK TT faculty</td>
<td>Posted. Top candidates took</td>
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<td>other position and will fail</td>
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<td></td>
<td></td>
<td>search.</td>
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<td></td>
<td>1515, BK TT faculty</td>
<td>Posted. Request to fail</td>
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<td>search and convert to fixed-term.</td>
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<td>140587, HESA TT faculty</td>
<td>Posted-1/14/2016</td>
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<tr>
<td>Psychology</td>
<td>1522, TT faculty</td>
<td>Staffing Plan approval</td>
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<tr>
<td></td>
<td></td>
<td>received</td>
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<td></td>
<td>1827, FT faculty (.8) to FT faculty</td>
<td>Posted-2/2/2016</td>
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<td>School of Teaching and Learning</td>
<td>152467, EHRA to SPED FT faculty</td>
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<td>1608, HPE TT faculty</td>
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<td>1590, ELMG TT faculty</td>
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<tr>
<td>Suite 201</td>
<td>1383, FT faculty OFE</td>
<td>Filled</td>
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<td>2134, SHRA (Licensure Spec.)</td>
<td>Posted-1/22/2016; 24 applicants Phone interviews will be scheduled.</td>
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<td>New, SHRA (Teacher Rec.)</td>
<td>HR Final Review-2/1/2016</td>
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<td>Dean</td>
<td>478, Robinson Dist Prof</td>
<td>Chancellor/BOT approval</td>
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Curriculum Update

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<th>Course</th>
<th>Program</th>
<th>Status</th>
<th>Additional Notes</th>
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<td>No report.</td>
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Business Items

Advising

Suite 201 advises ELEM/MG undergraduate, BK undergraduate, Inclusive Ed, SPED graduate, and alternative licensure. This is done primarily by individual appointment using Grades First.

Psychology faculty advises all program students. New faculty meet with Windy Gordon to discuss advising role. Graduate students are mostly advised by program directors. Individual advising appointments are held.

Human Services programs have various models. BK faculty provide advising online in addition to advising provided by Suite 201. PRM faculty divide up students among faculty and meet individually with students and also hold some group advising. HESA provides individual advising and advising during class meetings. Denise is actively involved in advising for the MSHR in coordination with the program director. Counseling faculty hold individual advising sessions. Mike Corelli advises for the LEAD minor.

Use of Grades First varies by program. Programs not using the tool are encouraged to use the program so that communications can be documented and are available for use by others (advising center, department head, etc.).
Printed Materials
Printed materials for every program should be available for recruitment events. There are funds available to refresh materials from graduate school and the college for programs that need to update/print brochures.

Course Loads/Delaware Study
Colleges and department heads have been asked to look at faculty load and course releases. A template will be sent to units to report release time.

Advisory Groups
Update - School Psychology has a good advisory group. Other Psychology programs have established groups but have not met. PRM supports idea of a larger group meeting and would like to see that happen. EdD, HESA, BK and COUN all have advisory groups. The EdD advisory group is scheduled to meet soon.

Breaking the Trade-Off Between Cost and Quality *
The current trend is less public funding for government entities. This report is being read across the country and recommends self-analysis. For example, the college recently reassigned a tenure-track faculty line from one department to another within the college. This trend is expected to expand outside of the college in support of other units across the university. Looking at efficiency and ways to streamline and align processes for maximum effectiveness across the college and university will be on-going discussions. CEAP will be discussing the sharing of staff within the college. Council members should begin to think about how CEAP can do its part.

TeachersTestPrep.com Partnership Agreement *
A goal of the Teacher Recruitment Plan is to improve student test scores on required teacher education exams. CEAP can sign on as a partner with TeachersTestPrep.com. Doing this would provide a discount to our students who opt for additional site resources. The site provides free diagnostic testing site for students. The Leadership Council endorsed moving ahead with the partnership agreement pending legal review.

* electronic handout

Task List
- Program Advisory Group-CEAP Dinner

Important Dates

Leadership Council Meetings
Wednesday, March 2, 2016, 9:30 AM       Wednesday, March 30, 2016, 9:30 AM
Wednesday, April 20, 2016, 9:30 AM      Wednesday, May 4, 2016, 9:30 AM
Wednesday, May 18, 2016, 9:30 AM        Wednesday, June 15, 2016, 9:30 AM

Other Important Dates
Lou Fabrizio, NCDPI – 4:00 PM, TBD       Thursday, February 11, 2016
Botner Nominations Due to Dean
Ron Morrow Lecture, Dr. Lynn Sacco- 5:00 PM, KL 102   Monday, February 15, 2016
Peak Performer Nominations Due to Dean *
CEAP Honors and Awards, 4:30 PM, UC Grand Room
CEAP State of the College, 11:00 AM, KL 102

Wednesday, February 17, 2016
Tuesday, March 1, 2016
Wednesday, April 20, 2016
Friday, April 22, 2016

Dean’s Advisory Council Meetings
Faculty Advisory Council, KL 202, 2:00 PM
Student Advisory Council, KL 202, 3:30 PM
Student Advisory Council – Online, 6:00 PM
Staff Advisory Council, KL 102, 3:00 PM

Tuesday, March 29, 2016
Tuesday, March 29, 2016
Tuesday, March 29, 2016
Monday, April 4, 2016

Dean Carpenter adjourned the meeting at 11:30 a.m.