The CEAP Leadership Council met on Wednesday, May 6, 2015, at 9:30 a.m. in Reid 128.


Absent: K. Winter

Minutes: Motion and second to approve the minutes dated 4/22/2015 passed unanimously.

Announcements:

The OPT ceremony will be Friday, 5:30 PM in the UC Grand Room.

A picnic honoring Dale Brotherton’s service and his entry into phased retirement will be held Friday, May 8, at the picnic grounds.

Dean’s Report

- An EEO Summary Data Report was provided to council members. This information was distributed to the Deans by Cory Causby at the last Provost Council meeting.
- WCU/CEAP is a part of the North Carolina New Teacher Support Program. Dr. Pam Buskey, oversees this program as regional director.
- Candidates for CEAP Development Officer are being brought to campus for interview. Dale will be included in the interview process. It is expected that 25% of the dean’s work schedule be devoted to development initiatives.
- Positive comments were received about the State of the College meeting and the Honors and Awards Celebration. Of note, several donors and honorees attended the awards celebration and many complimented about students’ roles in the event.
- WCU will host its Leadership Academy regional tour next week. Patricia will accompany the group to Cullowhee Valley School representing the Farm to School project, Monday, 12 – 2. The final wrap-up will be held on Friday at Southwestern Community College.
- Budgets – CEAP receives operational dollars from WCU and funds for teacher recruitment from GA. The budget hearing process informs us about college/program needs and assists in planning for future and changing needs. Priorities are identified and CEAP looks to provide support as appropriate. Dale welcomes units to continue to bring forward ideas and projects, and to ask for what they may need.

Search Committees

An offer has been made for one of the Health Liberal Studies instructor positions. Additional applicants are being considered for the second position.

Psychology is reviewing applicants for interviews for the Clinic Director search which is on-going.

A third candidate is interviewing today for the two open B-K tenure-track positions.
University policy will not allow Dale B. to perform the department head duties in a phased status. With the dean, the department is discussing next steps regarding an interim department head.

UP Program Coordinator position has been posted.

**Curriculum Update**

The CEAP curriculum committee met Monday, April 27, 2015.

*Due to a number of issues and questions related to EdD proposals presented at the March 30th, a separate meeting was held with the CEAP Curriculum Committee and program faculty on April 13th. This meeting led to some clarification; the next curriculum meeting was April 27th.*

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<thead>
<tr>
<th>Course</th>
<th>Program</th>
<th>Status</th>
<th>Additional Notes</th>
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<tbody>
<tr>
<td>HR 683</td>
<td>MSHR</td>
<td>CEAP-Passed</td>
<td>Change course description (was sent back at a previous meeting for revision)</td>
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<tr>
<td>EDL 899</td>
<td>EdD</td>
<td>CEAP – Passed</td>
<td>Change course title from Dissertation in Educational Leadership to <em>Disquisition in Educational Leadership</em></td>
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<td>PEC – F’15</td>
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<tr>
<td>EDL 999</td>
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<td>Change course title from Continuing Research Dissertation to <em>Continuing Research - Disquisition</em></td>
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<tr>
<td>EDRS 801</td>
<td>EdD</td>
<td>CEAP – Passed</td>
<td>Change course title from Synthesis of Educational Research to <em>Methods in Improvement Science</em>. Change course description to read: “Introduces students to key concepts in improvement science and models of formative evaluation.” Change course credit from 1-3 to 3. Change activity type from seminar to lecture with regular grading</td>
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<td>PEC – F’15</td>
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<td>EDRS 800</td>
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<td>Remove prerequisites listed and add EDL 822 as a corequisite.</td>
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Business Items

Reid’s Green Room, Career Services  

Dale

The Council met in Reid 128 which at one time had served as the HPE department office and then was used as a classroom. Due to access issues after the addition of the Fitness Center, the room was removed from R25 for assignment as a classroom. Since that occurred STL has updated the room for conference and meeting uses. Also in Reid, new water filler bottle stations have been added to replace the older water fountains. New furniture has been added to three classrooms.

Council members toured the Reid building, looked at spaces being discussed as possible office space for Career Services, and visited the “Green Room” which is currently undergoing a “make-over”. CEAP has entered into conversations about a possible move for Career Services to Reid in order to accommodate an additional space need for their offices. If the project moves forward, it is anticipated that occupancy would take place fall 2016.

Other areas undergoing renovations:
- Killian 219/221 electronic classroom will be finished this summer.
- Human Services Department Office and Dean’s Office areas will receive new carpeting.
- New awning to the Killian entrance will begin in June.
- Coulter building will receive a new roof and the building brick will be cleaned.
- Excavating of the quad for a new sewer line will take place this summer.

Orientation Registration Report 5/1/15  

Dale

WCU is running behind in students signed up for orientation and those who have paid deposits. This trend is present across the country. Some universities have chosen to leave the application process open although WCU has not done so. It appears that slower decisions are being made by students and families which may increase summer ASP course offerings. Dale asked that contacts be made by college personnel to encourage and support enrollment.

Collaboration between WCU CEAP and Botswana and University of Nairobi (Kenya)  

Dale

Lisa Bloom and Rus Binkley met with the Council to report on collaborative opportunities with Botswana and the University of Nairobi. The Council endorsed providing a letter of invitation to Barongwa Master Baipidi, Training Attache from the Embassy of the Republic of Botswana in Washington DC, to visit WCU and to discuss special education and inclusion, and possible partnership initiatives. This connection was initiated through Marie Noel, a former WCU SPED program graduate.

The proposal to go to the University of Nairobi, Kenya was approved by the Provost this past Monday. The practicum trip would take place October 9 – 25 and includes visits to schools in city and rural settings. There are 40 students who have expressed interest in participating. Students will spend time in Nairobi, travel to Wongonyi, visit national parks and go on safari. This offering will be provided to Intern Is, IIIs, block students, and students enrolled in Rus’ history/global studies course. A Kenyan off-duty police officer will travel with the group.

Last summer Rus traveled to Kenya. As a result of his visit, Dr. Acala from the University of Nairobi has provided a Memorandum of Understanding for exchange opportunities between WCU and University of Nairobi. A motion and second to approve the memorandum of understanding passed unanimously.
Task List

**Leadership Council Meetings**
- Wednesday, May 6, 2015, 9:30 AM
- Wednesday, June 3, 2015, 9:30 AM
- Wednesday, May 20, 2015, 9:30 AM
- Wednesday, June 24, 2015, 1:30 PM

**Other Important Dates**
- **CEAP Golf Classic** – 3rd Annual, 12:00 PM
  - *Crooked Creek Golf Course, Hendersonville, NC*
  - Saturday, June 20, 2015
- **CEAP Opening Meeting**, 11:00 AM, KL 102 – *TBD*
- **CEAP Strategic Planning Conference**, 1:00 PM, *TBD*
- **CEAP Holiday Luncheon** – 2015, 11:30 AM, KL 102 – *TBD*

**Dean’s Advisory Council Meetings**
- Faculty, 11:00 AM, KL 202
  - Wednesday, September 9, 2015
- Staff, 4:00 PM, KL 202
  - Wednesday, September 9, 2015
- Students (Undergrad and Graduate), 6:00 PM, KL 202
  - Wednesday, September 9, 2015
- Students Go-To-Meeting, 6:00 PM
  - (Asheville & distance – grad & BK)
    - Faculty, 8:15 AM, KL 202
    - Tuesday, November 3, 2015
    - Staff, 11:30 AM, KL 202
    - Tuesday, November 3, 2015
    - Students, 3:30 PM, KL 202
    - Tuesday, November 3, 2015

Dean Carpenter adjourned the meeting at 11:15 a.m.