College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, July 29, 2015, at 9:30 a.m. in Killian 202.

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

**Absent:** P. Bricker, C. Flood, L. Nickles

**Minutes:** Motion and second to approve the minutes dated 6/24/2015 passed unanimously.

**Announcements**

NCTEAN, North Carolina Teacher Educators Assessment Network, held its annual meeting on July 16 at WCU’s Biltmore Park facility. Renee thanked Educational Outreach and Biltmore Park for their fine support of the event. There were approximately seventy attendees. The day was informative and provided a wonderful opportunity to showcase western North Carolina.

**Guests**

**Cory Causby, Associate Vice Chancellor for Human Resources and Payroll**

Cory has been employed at WCU for more than 16 years in various roles. As of March 2015, Cory assumed the role of Associate Vice Chancellor. Cory reviewed upcoming happenings administered through the Office of Human Resources. All are invited to contact Cory directly or a member of the Human Resources Office staff as needed.

Employee Appreciation Day has been scheduled for Thursday, September 3, 11 – 2, in the Ramsey Center. This event coincides with the Board of Trustees quarterly meeting.

Proposed changes to federal overtime regulations would raise the current minimum pay threshold for employees who meet the FLSA exemption from $455/week to $970 per week. On WCU’s campus would impact more than 100 employees across campus. It is expected that the Department of Labor will review comments to the proposal and make adjustments accordingly. Then, the new regulations would be enacted quickly by executive order (expected October 1 time frame with possibly a January 1 implementation date).

Newly added professional development opportunities offered on campus include the WCU Franklin Covey program; workshops on holding crucial conversations; and, the design of training tracks to build skill, engage, retain and prepare employees for advancement opportunities.

**Jill Granger, Dean Honors College**

Jill is the newly appointed Dean of the Honors College at Western Carolina University. Crystal Snover is the newly appointed executive assistant and April Tallant is associate dean. Jill reported that this year there are more students in the Honors College than past years. The National Council on Undergraduate Research will host its annual student conference at UNC-Asheville, April 7-9. Council members are invited to provide advice, thoughts, and concerns to Jill. She welcomes the opportunity to discuss service learning project opportunities for honors students. Jill’s background is in science and chemistry and she has strong interest and involvement in science education.
Dean’s Report

- Advancement Activity
  - The Annual CEAP Golf Classic, coordinated by David Claxton, raised a little more than $2300 for CEAP scholarships.
  - Jamie Raynor is the new Director of Development assigned to the College of Education and Allied Professions.
  - Dale will be attending two upcoming alumni events hosted by Advancement and will meet with folks from the Hattie Strong Foundation in September about potential scholarships.
- The Opening of College meeting will include introductions of new colleagues, recognition of those awarded tenure and newly promoted, college announcements, and a workshop on diversity presented by Dr. Rajni Shankar-Brown.
- Mr. Master Baipidi, from the Botswana Consulate in Washington D.C., will be coming to WCU’s campus August 26 and 27. The Botswana Ministry of Education is interested in discussing collaborative opportunities for special education. Mr. Baipidi will visit with the CEAP Leadership Council on Wednesday, August 26.
- Dale will be talking with folks about the continuation of the scholarship committee in light of Kim Corzine’s retirement.
- Enrollment – Although deposits have been down, freshman enrollment is expected to be about the same as last year.

Search Committees
Nathan Roth, the new Psychology Clinic Director, is now on campus. Please stop by to meet him.

Human Services is looking at when the appropriate time will be to re-advertise the BK position.

Interviews for the instructor position in OFE have taken place. An offer is expected to be extended this week.

The advisor position vacated by Belinda Petricek will be posted in the near future. Belinda has taken a position at Southwestern Community College.

NC NTSP instructional coach positions have been advertised and will be filled by Jennifer Beck and Tierney Fairchild.

The recruitment for Chief Diversity Officer for the University has resulted in a failed search.

Business Items
Teacher Productivity Numbers
A report was prepared for UNC General Administration proposing expected teacher candidate productivity numbers for the next five years. Additional review will be conducted prior to establishing final target goals.

Institutional Report Addendum/NCATE Offsite Report Update
The offsite conference call has taken place and currently responses and additional data are being provided to the evaluation team. Two areas of concern noted: 1) diverse faculty working and interacting with students; and, 2) candidates having an opportunity to interact with diverse candidates.
Addendum is due by August 27. There are two informational sessions planned, August 21 and September 18, in preparation for the on-site visit.

Debbie Hill, the North Carolina liaison assigned to the evaluation team, attended the NC TEAN meeting and remarked about the thoroughness of the materials submitted by WCU.

**Pearson Testing Cost Analysis**  
Renee reviewed summary data related to average test score and passing test score for the newly implemented Pearson test requirement for licensure. The average reading and math test scores for CEAP candidates is below the passing score. The CEAP candidates’ average score for multi-subject testing exceeds the passing score. Average out-of-pocket cost for test takers taking the exam more than once is $584.

**Schedule for Annual Assessment Reporting**  
Renee reviewed a CEAP Assessment Report planner for college reports due annually with the Council. Reporting requirements have grown in recent years and are expected to continue to increase in the future.

**McKee/Reid Space Update**  
Phyllis A proposal to repurpose McKee G22, formerly occupied by the Teaching Fellows, has been sent forward. The plan relocates the HESA program to G22, construct a second office space in that room for HESA faculty, and provide a common gathering space for HESA students. In the meantime, this space currently has 5 desks in it and could be available for GAs who teach fall semester. It was suggested that the lock to G22 be converted to a combination lock. There is an office area separately that can be used for one-to-one conferences as well. The GAs will need to get a key from Amanda to get into MK G22 and return the key upon leaving. KL 209E will be assigned to Counseling faculty for use when on main campus. GAs may also use KL 209E for one to one sessions with COUN 140 students.

Career Services needs additional space and has submitted a proposal to occupy space in the Reid building. There are still some unknowns related to considerations for building improvements and final plans for this space. It has been proposed to add a second floor level to the former racquet ball courts in order to compensate for the loss of space allocated to Career Services. Enhancement of Career Services is a positive for both WCU and CEAP as job placement for our graduates is a priority.

**Important Dates**

* electronic handout

**Leadership Council Meetings**
- Wednesday, August 26, 2015, 9:30 AM
- Wednesday, September 23, 2015, 9:30 AM
- Wednesday, November 4, 2015, 9:30 AM
- Wednesday, December 2, 2015, 10:00 AM
- Wednesday, September 2, 2015, 9:30 AM
- Monday, October 5, 2015, 9:30 AM
- Wednesday, November 18, 2015, 9:30 AM

**Other Important Dates**
- CEAP Opening Meeting, 11:00 AM, KL 102
- CEAP Strategic Planning Conference, 1:00 PM, NCCAT
- CEAP Holiday Luncheon – 2015, 11:00 AM, KL 102
- CEAP Honors and Awards, 4:40 PM, UC Grand Room
- Wednesday, August 12, 2015
- Friday, August 28, 2015
- Tuesday, December 8, 2015
- Wednesday, April 20, 2016
Dean’s Advisory Council Meetings
Faculty, 11:00 AM, KL 202
Staff, 4:00 PM, KL 202
Students (Undergrad and Graduate), 6:00 PM, KL 202
Students Go-To-Meeting, 6:00 PM
(Asheville & distance – grad & BK)
Faculty, 8:15 AM, KL 202
Staff, 11:30 AM, KL 202
Students, 3:30 PM, KL 202

Dean Carpenter adjourned the meeting at 11:30 am.