College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, April 8, 2015, at 9:30 a.m. in Killian 202.


Absent:

Minutes: Motion and second to approve the minutes dated 3/18/2015 passed unanimously.

Announcements:

Changes to Banner will occur this weekend. System access will be unavailable. Accessing the VPN system and log-in will be changing in May. More details will follow.

CEAP’s NCATE off-site visit will be May 26 to June 6. The evaluators report back to CEAP is expected late June. Work will occur in the summer to address any noted issues/concerns prior to the campus visit in September.

Dean’s Report

- Honors and Awards Ceremony will be held Wednesday, April 22, 2015, beginning at 4:30 pm in the University Center Grand Room. Similar to last year, students will participate in the ceremony. A lunch to honor the Peak Performers will take place on the day of the ceremony.
- Program Director Guidelines - Proposed changes for Graduate School programs will be reviewed at the next department head workshop.

Search Committees

The last of four candidates, interviewing for two open SPED faculty positions in STL, is currently on campus. AA21s should be sent up soon to request to bring candidates to campus for the HPE instructor position.

An offer has been made to a candidate for the general psychology faculty position. The Clinic Director search is on-going.

Two candidates will be invited to campus to interview for the two B-K tenure-track positions.

The Human Services Department Head position currently has only one applicant. The committee is scheduled to meet next week to discuss search status.

Curriculum Update

Kim provided the following curriculum update:

<table>
<thead>
<tr>
<th>Course</th>
<th>Program</th>
<th>Status</th>
<th>Additional Notes</th>
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<tbody>
<tr>
<td>PRM 420</td>
<td>CEAP-Passed</td>
<td>Expedition Management and Leadership</td>
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<td>This course will go from 3 to 4 credit hours. The course currently includes a 3-4 day weekend expedition in addition to the weekly 3-hour classroom sessions. The required out-of-class preparation for and implementation of the expedition warrants adding 1 credit for the experiential lab session. This</td>
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format (3 credit lecture + 1 credit lab experience) is similar to other courses in the PRM program with out-of-class field components.

*The PRM major has 33-35 hours of major and general electives approved by the advisor – which allows for the addition of credit hour without adding to the total hours required for the degree.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>CEAP-Passed</th>
<th>Description</th>
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</table>
| EDEL 390    | CEAP-Passed | Practicum I  
#1 - Update course description - Supervised participation in a public school classroom (6 hours per week), guided by seminar focusing on appropriate instructional approaches, assessments, and dispositions for elementary and inclusive education teacher candidates. [removed “middle grades”]  
#2 – Prereq is EDEL 311 OR SPED 312 (depends on major)  
#3 - Change the course prefix from ELMG to EDEL as the course is taken by elementary and inclusive education majors (K-6 focus). |
| BK, BS      | CEAP-Passed | #1 - Replace SPED 339 with BKSE 350 (new course). BKSE 350 will more closely align with BK State Specialty Standards.  
#2 - Change the number of hours students can take with Internship I and II. The number of hours would not exceed a full load of 15 hours.  
*Currently, BK candidates take a separate section of SPED 339 (online), taught by BK faculty. |
| BKSE 350    | CEAP-Passed | New Course - Early Childhood Disorders and Interventions. Review of early childhood disorders and specific education interventions for children with special needs. [Syllabus attached to proposal.] |
| HPE 225     | CEAP-Passed | Students must take HPE 223 Applied Kinesiology I or BIOL 291 Human Anatomy and Physiology I as a prereq to this course. https://wcu.curriculog.com/proposal:1016/form |
| HPE 253     | CEAP-Passed | #1 HPE majors only - The course is designed explicitly for teaching a specific curriculum model in secondary physical education programs. Sometimes students from outside of HPE think the course is an "activity" course and register for it. Those students typically don't have a teaching perspective and sometimes take seats from other students for whom the course is required.  
#2 Remove HPE 256 as a coreq to this course.  
https://wcu.curriculog.com/proposal:1017/form |
| HPE 346     | CEAP-Passed | Remove HPE 345 as a coreq to this course. These two courses no longer need to be taken concurrently and this will give more flexibility with course scheduling.  
https://wcu.curriculog.com/proposal:1096/form |
| HPE 360     | CEAP-Passed | This course is required for HPE majors and is part of the Second Academic Concentration (SAC) in Health Promotion and Wellness for ELED majors. There is great demand for seats in this course. Sometimes students in other majors like to take the course as an elective. Limiting enrollment to only those that need it will help ensure that students can stay on track in their programs.  
https://wcu.curriculog.com/proposal:1018/form |
| ART, BFA    | CEAP-Passed | #1 - Currently, the Art, BFA link in the catalog contains 3 separate concentrations within it. We'd like to break out each existing concentration into its own separate links/listing in the new catalog.  
#2- We are adding a new program requirement that BFA students must successfully pass the BFA Entrance Portfolio Review before completing 75 hours in their degree program. |
| Art Ed Emphasis | CEAP-Passed | |
| English, BSEd | CEAP-Passed | Students will have the option to choose between ENGL 413 (ESL Methods for Content Teachers) and ENGL 416 (Teaching English as a Second Language) to satisfy this requirement.  
https://wcu.curriculog.com/proposal:303/form |
| Comprehensiv Education (MAEd) | CEAP-Passed | Drop GRE score requirement for Art, Elementary, Middle Grades, English, and Special Education (will still be required in Social Sciences and Biology). |
| Comprehensiv Education (MAT) | CEAP-Passed | #1 - Candidates in the MAT in Art, English and Special Education will no longer be required to submit GRE scores. A written essay will replace the GRE. Written essays requirements will be specific to the concentration. |
#2 - Recent revisions in the MAT Core removed SPED 682 Research in Special Education as an option for the MAT in Special Education: General Curriculum. This course requires students to apply research methods most appropriate to special education in authentic settings. We are putting SPED 682 back in as a required course into the General Curriculum concentration. It will replace SPED 687 Practicum in Special Education as our capstone course. SPED 587 Initial Licensure Practicum, is still required. In addition, SPED 682 has a field experience requirement.

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<tr>
<th>Course</th>
<th>CEAP-Passed</th>
<th>PEC- Passed</th>
<th>Comment</th>
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<tbody>
<tr>
<td>EDRS 609</td>
<td>CEAP-Passed</td>
<td>PEC- Passed</td>
<td>Classroom Assessment - Delete course that will no longer be offered.  <a href="https://wcu.curriculog.com/proposal:1052/form">https://wcu.curriculog.com/proposal:1052/form</a></td>
</tr>
<tr>
<td>EDRS 610</td>
<td>CEAP-Passed</td>
<td>PEC- Passed</td>
<td>Quantitative Research Methods in Education – Delete course that will no longer be offered.</td>
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<tr>
<td>EDRS 612</td>
<td>CEAP-Passed</td>
<td>PEC- Passed</td>
<td>Principles and Application of Educational Research Methods - Delete course that will no longer be offered.  <a href="https://wcu.curriculog.com/proposal:1054/form">https://wcu.curriculog.com/proposal:1054/form</a></td>
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<tr>
<td>PSY (SSP)</td>
<td>CEAP-Passed</td>
<td>PEC- Passed</td>
<td>Last year changes were made to the two research courses taken by all psy grad students in order to meet the needs of the Experimental and Clinical Psychology programs. These changes removed thesis support previously been provided in PSY 652 leaving School Psychology Graduate students with less support for completion of research requirements. The ability to complete these requirements has been an area of significant challenge for these students for many years and it was decided that a course was needed that could provide that support as well as provide additional knowledge and skills in the use and communication of research within school settings which is a professional standard of the National Association of School Psychologists. This new course (PSY 653) will replace the Advanced Professional Issues course.  <a href="https://wcu.curriculog.com/proposal:967/form">https://wcu.curriculog.com/proposal:967/form</a></td>
</tr>
<tr>
<td>HR (MS)</td>
<td>CEAP-Passed</td>
<td>Add HR 670 to course options (goes along with the approved, new course, HR 670 HR Consulting).</td>
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**Business Items**

**Naming Opportunities**

Council members identified a list of areas for naming opportunities. The list includes student commons areas in Reid and Killian, Psychology Clinic in McKee, Dean’s conference rooms in Killian, Psychology conference room KL302P, college, departments and Suite 201, and specified classrooms. Additional ideas may be submitted directly to Dale.

**Fall to Fall Eligible but Not Registered Call List**

Council reviewed and discussed students listed on the fall to fall eligible but not registered list. Contacts to those on the list have already begun.

**Committees 2015-2016**

Proposals for making minor adjustments to the composition of the Student Recognition, Taft Botner, and Dean’s Student Advisory committees will be brought forth for review at a future meeting. One suggestion mentioned included increasing membership on the Botner committee to two faculty per department and increasing student representation to one graduate and one undergraduate student from different departments. A review of the by-laws to accurately reflect the function of the student recognition committee will take place. The College will look at separating recognition events for
scholarship and awards in future years in order to align with fall Advancement Office events and the newly implemented ScholarCAT university scholarship program.

**Climate Survey 2015 Results**

Renee provided the council with a review of the 2015 Climate Survey results. Facilitating mentoring and available resources received the lowest mean rating within the survey. Dale asked units to provide him with funding requests that have been made and not supported. Technology service questions were added to the survey. Response ratings were very high and comments received are reflective of strong levels of service and support by Misty and Lee. Questions related to importance and progress toward strategic goal questions were also included. Renee will send survey comments to council members following the meeting.

**Consent to Release Confidential Information**

Kim

When meeting with students there are times when an advocate may be brought to attend a student conference. Kim presented a draft of a form being used by student ethics which has been updated for possible use by CEAP. The council unanimously endorsed use of this form contingent upon university legal counsel approval. College level training to use the existing code system when meeting with students along with future implementation of this form may be appropriate.

**Courses Not Taught in the last 5 Years**

Kim

A list of courses not taught in the last 5 years or more was provided to the council which Kim received at the Associate Deans meeting. Some of the older courses are not likely to be taught and should be removed from the course list. Dale asked that departments review the list, make recommendations for their courses on the list, and return to the Dean and Associate Dean.

**Assessment Day Recommendations from Assessment Committee**

Renee

At a recent Assessment Committee meeting, the following recommendations for future Assessment Day planning were made:

- Dean should make summary comments at the end of day
- Secondary education faculty like the format of the current day for their program and expressed appreciation for the opportunity for program faculty across colleges to meet
- Use this time to review and discuss areas for improvement noted in the NCATE report
- Discuss diversity initiatives for college-wide recruitment and program integration.

**Computer Refresh**

Lee

University-level funding for computer refresh is not expected this year. Lee presented an updated computer refresh list and made recommendations for prioritizing the list based on job function and computer functionality. IT strongly discourages running Windows on MAC hardware and recommends Dell as the preferred product for use with Windows.

**Requiring Approval for Multiple Computers**

Lee

Lee reviewed a table showing what the average number of computers per person is in CEAP, approximately two devices per person. Lee and Misty will conduct a college-wide inventory in the fall following computer refresh in order to reconcile CEAP’s and IT’s inventory lists. The council began a discussion on the feasibility of having a college-level laptop requirement for students which could potentially eliminate the need for classroom laptop carts. How the college transition to such a policy, what the reasoning for this shift in policy, and what the negative consequences may be are being
reviewed by the college technology committee. It was noted that needs going forward may vary by program. A proposal will be drafted and brought to Leadership Council for review.

* electronic handout

**Task List**

- Leadership Council Meetings
  - Wednesday, April 8, 2015, 9:30 AM  Wednesday, April 22, 2015, 9:30 AM
  - Wednesday, May 6, 2015, 9:30 AM  Wednesday, May 20, 2015, 9:30 AM
  - Wednesday, June 3, 2015, 9:30 AM  Wednesday, June 17, 2015, 9:30 AM

- Other Important Dates
  - CEAP Honors and Awards, 4:30 PM, Grand Room  Wednesday, April 22, 2015
  - CEAP State of the College Meeting, 11:00 AM, KL 102  Friday, April 24, 2015
  - WCU Faculty/Staff Excellence Awards, 3:30 PM, UC Grandroom  Friday, April 24, 2015
  - CEAP Opening Meeting, 11:00 AM, KL 102- *TBD*  Wednesday, August 12, 2015
  - CEAP Strategic Planning Conference, 1:00 PM, *TBD*  Friday, August 28, 2015

Dean Carpenter adjourned the meeting at 12:00 p.m.