

## College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, January 23, 2013, at 9:00 a.m. in Killian 202.

**Members present:** D. Brotherton, D. Carpenter, R. Corbin, K. Corzine, M. Decatur, D. Grube, D. McCord, L. Nickles, M. Ray, T. Rose, K. Ruebel, J. Stewart

**Members absent:** D. Strahan

**Others present:** M. Rompf

**Minutes:** Motion and second to approve the minutes dated 1/09/2013 passed unanimously.

### Announcements

Lee announced that he has learned the university will probably not adopt Atomic Learning and McKee will most likely receive a wireless upgrade.

Jenny announced that WheeTeach will be recognized as the residential community of the month by the university. The program submitted has been submitted for regional recognition to National Residence Hall Honorary.

Kim announced that in recent meetings the Registrar noted that an end date must be recorded to show when a student stopped coming to class when a UWF is given. This is needed in order to meet financial aid requirements. There should be a marked distinction about giving an F versus a UWF to a student which requires the date attendance ended.

**Guest Speaker** Sara Smith, ClassTIPS Coordinator, DoIT Technology Commons

Sara provided a brief overview of services available from IT regarding software and technology for students. In addition to providing learning opportunities in the Technology Commons (bottom floor in the library), Sara can come to classes to assist with technology training and provide technical instruction. The hours of the Technology Commons mirror the Hunter Library hours. The Technology Commons also provides equipment for student check-out. Sara offered to become familiar with Task Stream so that she can provide in-class student training for the software and also provide training to Technology Commons staff so that they can field and assist with student questions.

### Dean's Report

- Psychology and STL Leadership  
The Psychology Department will restart the search process for their next department head. A process to determine the next Director of the School of Teaching and Learning will also begin.
- Dale reviewed the following college budget initiatives which have taken place this year:
  - A budget will be established for the Office of Field Experience so that Mary Beth can oversee costs related to intern travel, training opportunities for cooperating teachers and other unit needs.
  - A small amount of funding has been identified to fund diversity initiatives on a recurring basis.

- Internationalization Efforts Beyond Jamaica – Funds were identified for faculty travel to Finland this year in order to promote international opportunities for our students.
- Assessment Day – funds allocated for a one day college workshop on program assessment.
- An additional TRACS advisor will be recruited based on the TRACS reorganization.
- After School Program, coordinated with CUMC and CVS, will begin spring semester.
- The College is continuing its efforts to update classrooms and student space in Killian and Reid buildings.
- The College has supported start-up costs related to the move of some Psychology faculty and the Psychology Clinic to McKee.
- In order to address security concerns, the College will look to fund the re-keying of the Reid building.
- Software Subscriptions, such as Atomic Learning and AtlasTi, have been funded for faculty, staff and student uses.
- An I-pad cart has been purchased for use in the Reid building. The College will also fund a computer refresh.
- Space Utilization and Cleanup – A spring cleanup will be planned by the College in order to address areas that are being used for storage of items that perhaps should be sent to surplus.
- Relationship with Cherokee Central Schools – The College is reinvigorating its relationship with Cherokee Central Schools which has resulted in student intern placements and other collaborative opportunities. Chancellor Dale C., Kim, David S. and others from the university have made recent visits with Walt Swan, superintendent of Cherokee Central Schools.
- Dale reviewed student enrollment data with the Council which reflects a shift in the percentage of population currently being served by public schools. A decline in public school enrollment has been offset by an increase in students being served by charter schools, private schools and home schools. It is expected that the state will receive an increase in charter school applications over the next year. Dale emphasized the importance of awareness to this shift, the changing nature and challenge of education, and the potential impact on how CEAP prepares future educators. MaryBeth mentioned that student observation placements are being made at Charter Schools.
- The Chancellor is meeting with Representative McHenry. Please provide college data to Dale about the good works of CEAP.
- The search committee for the Dean for the College of Arts and Sciences will be bringing two candidates to campus. Please encourage faculty to attend campus events and participate in the process. This is an important position for our College because of program ties.
- Dale announced that Kim regularly attends the Curriculum Council meetings at WRESA.

**Search Committees** – Dale reminded council members to increase efforts related increasing our Diversity.

SPED has completed its interviews for its tenure-track faculty position and will meet on Friday to make a recommendation for hire.

School Psychology has three viable candidates and possibly a fourth for its open position.

The Mathematics professor position has received approval to move forward with interviews. Committee will meet to select candidates who will be invited to campus.

HPE has met and is in the process of identifying its short list for the HPE tenure-track faculty position.

Human Services has three positions which are currently being advertised: Bardo professorship, fixed-term MSA, and tenure-track in HR. Web advertisements will be placed in the Chronicle.

## **Business Items**

### *Assessment Day Preview*

*Kim/ Renee*

Kim provided the Council with an overview of the updated agenda for Assessment Day. Feedback from this inaugural Assessment Day will provide information as to how CEAP moves forward and plans future events. Faculty should be encouraged to bring their laptops.

### *Prioritization Questions*

*Department Heads*

Concerns have been expressed about programs, like the Ed.D., that have not admitted students because of program suspension and program low enrollment. Dale C. asked council members if there were other concerns. Stand-alone minors, where there is not a related major, are included in the prioritization process. College representatives on the university committee are Bruce Henderson and Mary Jean Herzog. The process, at this point, appears to be: identify programs that are “safe” and then move to review the programs at the other ends. Service units are excluded from the process.

### *Strategic Plan Update*

*David M./Terry*

Committee members are Kia Asberg, Lori Caudle, Kelly Tracy and Heather Thompson-Rainey. David and Terry co-chair the committee which has met a few times in order to develop a skeletal template. The committee has elected to follow the format of the 20/20 plan and has aligned the CEAP plan document accordingly. Four Strategic directions have been identified:

- Fulfill the educational needs for teacher education and allied professions of our state and region.
- Enhance our external partnerships.
- Enhance Scholarship and Professional Development.
- Enhance and endowment, donation, and fund-raising activities of the college to enable achievement of our strategic vision.

Initiatives and goals related to the strategic directions have also been identified. This template will be sent to the College for the first round of feedback. Further vetting will continue.

### *Scheduling of Budget Hearings – Think Strategically*

Dale asked council members: how are the faculty being informed about and encouraged to participate in the budget process? Providing examples of requests in any communications sent to faculty may help facilitate the process. Faculty should be encouraged to submit requests. Council members outside of academic department are included in the process and should submit requests through their supervisor. Dale encouraged council members to hold brief conversations with others to generate and develop ideas and ask the question: what would it take to have the best programs? It was suggested that an informal conversation be held about formatting budget requests sometime next week so that interested individuals could gain more information about the process, if desired. The goal of this process is to meet the needs of our college and use of resources effectively.

### *Program Evaluation Survey Results*

*Renee*

There were 31 respondents to the program evaluation survey distributed fall 2012 compared to 37 during fall 2011. Program information was distributed to program coordinators if there were four or more respondents within the program. Overall responses were positive and it was noted that students

are always complimentary of faculty. Areas noted during the Council discussion: a low response rate regarding preparation to address needs of students from low socio-economic and special needs; possibly adding questions to the survey in order to assess student dispositions; and small sample size.

### **Task List Status Report**

*\* handouts sent electronically*

### **Important Dates**

#### **Panel Discussion: *Educators Respond to the Tragedy at Sandy Hook Elementary School – Meeting the Needs of All Children in Public Schools***

**6:30 – 7:45 PM, UC Multipurpose Room,**

**Thursday, January 31, 2013**

CEAP Assessment Day, KL 102, 9:00 AM-3:00 PM	Friday, January 25, 2013
Peak Performer Nominations Due	Friday, February 1, 2013
<b>Botner Nominees Due</b>	Friday, February 15, 2013
CEAP Honors & Awards, UC Grand Room	Wednesday, April 10, 2013, 3:30 PM

#### TPR Due Dates

Tuesday, February 5, 2013

Monday, February 11, 2013

Friday, February 15, 2013

Thursday, March 7, 2013

1 Yr & Post Tenure Review Files Due to Dean

Post Tenure Review Files/Report Due to Provost

1 Yr Applications (1/3/5) Due to Provost Office

1 Yr Dossiers (2/4) Due to Provost Office

#### Leadership Council Meetings

Wednesday, January 23, 2013, 9:00 AM

Wednesday, February 20, 2013, 9:00 AM

Wednesday, March 20, 2013, 9:00 AM

Wednesday, April 17, 2013, 9:00 AM

Wednesday, May 22, 2013, 9:00 AM

Wednesday, June 19, 2013, 9:00 AM

Wednesday, February 6, 2013, 9:00 AM

Wednesday, March 6, 2013, 9:00 AM

Wednesday, April 3, 2013, 9:00 AM

Wednesday, May 1, 2013, 9:00 AM

Wednesday, June 5, 2013, 9:00 AM

Interim Dean Carpenter adjourned the meeting at approximately 11:40 am.