The CEAP Leadership Council met on Wednesday, February 15, 2012 at 10:30 a.m. in Killian 202.


Members absent:

Others present: M. Rompf

Minutes: Motion and second to approve the minutes dated 1/25/2012 passed unanimously.

Announcements

Lee announced that the “CEAP Request” database has been setup. The database includes reporting capabilities and is found on the H drive/CEAP/LC.

Janice announced that Jackson County will be using Killian 102 for its common core training meeting with public school teachers. Faculty members are invited to join in for the training.

David announced that the three candidates for Associate Dean have concluded the interview process. An offer to one of the candidates is pending.

Lee announced that the Jay M. Robinson professorship has been posted. Council members are asked to spread the word about the position.

Dee said that the staff position in the School of Teaching and Learning is close to final submission for reclassification.

Perry announced that the staff position in the Dean’s Office has been reclassified and will soon be posted.

Dale announced that the PRM position search committee will soon bring candidates to campus. The MSA and the EdD position committees are meeting to review applicants. The COUN position is expected to be posted shortly and the staff vacancy is currently under final review for reclassification.

Janice announced that the TRACS advisor position has 43 applicants and the committee will begin the process of interviewing.
Dean's Report

*Program of Excellence Awards*

Perry reminded the Council that the call for the program of excellence nominations has been sent to campus. Submissions are due by March 9th.

*CONNEC nominations*

Perry reminded the Council that the CONNEC has made a call for faculty nominations.

*Japan Studies Institute*

Perry distributed a copy of the call for applications for the summer Japan Studies Institute at San Diego State. Please encourage faculty to apply.

*Tuition Increase Proposals*

The Board of Governors has approved the university proposal for tuition increases. The proposal now has to be presented to the legislature. If this passes there would be approximately a 2.5 million dollar budget that would be available for distribution to the university. There may also be enrollment growth money. A student fee increase would also be attached. Student fee increases have been proposed to be split by IT and Academic Affairs.

Lapsed salaries will be used to fund the university deficit for this academic year.

Business Items

*Review of Budget Requests*  

**Perry/Leadership Council**

- The College Budget Hearing will be Friday at 2:00 PM, Killian 102. This meeting will be conducted as an open meeting of the College Leadership Council. Units making requests will present their requests to the Council and the audience. Following presentations, the Council will rank the requests for Perry to present at the Academic Affairs Budget Hearings which begin on Monday, February 20th.
- CEAP, in addition to presenting one-time requests/roll-up dollars and on-going requests for permanent increase dollars, will add a third component to its requests which will include requests relevant across the university. This third component will include: 1) faculty/staff increases 2) expansion of graduate assistantships and 3) operating budget increases.
- The Council then moved to reviewing current requests in relationship to 1) what could we do internally now, 2) what is appropriate to request for rollup and 3) what can the College fund internally next year?
- The Council also discussed ideas for summer revenue/operational dollars. The Council agreed to setting aside funding for Diversity Committee’s initiatives, graduate assistantships, international travel for faculty to explore partnership locations for courses, and the rebuilding of department project value funds which were substantially reduced during last year’s budget reduction.
- Finally, the Council discussed uses of summer revenue funds which are expected to be posted to college funds sometime within the next week. The Council discussed making the following purchases: 1) digital signage for Killian and Reid buildings,
2) upgrade capabilities of the KL 102 conference room for better classroom engagement, 3) iMacs for student carrels, 4) new laptop cart with 30 laptops, and 5) SMART board for KL222.

**ACTION ITEM:** At a future Leadership Council meeting, the Council will discuss strategies for distance education programs and satellite locations.

**UCIP & COE Request**

The following individuals were nominated for committee membership for each working group of the University Council on International Programs:

1. **Internationalizing Practica Courses**
   - Janice Holt
   - Dan Grube

2. **Student Teaching Abroad**
   - Dee Nichols
   - Dan Grube

3. **Using Videoconferencing for Virtual Learning**
   - BK representative – to be determined

4. **Increasing Local Immersion**
   - Terry Rose

**Display Cases on Ramsey Concourse/Installation**

Each College will be assigned a display case for the Chancellor’s installation in the Ramsey Center. Marissa and Jenny will lead the effort on behalf of the College.

**Task List Status Report**

- Dispositions Policy: Dan
- Conversion of KL 222 to STEM Presentation & Classroom: Perry/Terry
- Budget Priorities Internal Website: Lee
- Summer College-wide Website Template Update: All

**Important Dates**

- **Botner Nominations Due to Dean:** Wednesday, February 15, 2012
- **Department CRDs Due to Dean:** Friday, February 17, 2012
- **Morrow Lecture, 5:00 PM,** Thursday, February 23, 2012
- **UC Multi-purpose Room**
- **Peak Performer Nominations Due to Dean:** Thursday, March 1, 2012
- **Department CRDs Due to Provost**
- **CEAP Honors & Awards**
- **Reception and Ceremony**
- **UC Grand Room**

**Leadership Council Meetings**

- Wednesday, February 15, 2012, 9:00 AM
- Wednesday, March 7, 2012, 9:00 AM
- Wednesday, April 11, 2012, 9:00 AM
- Wednesday, May 9, 2012, 9:00 AM
- Wednesday, June 6, 2012, 9:00 AM

Dean Schoon adjourned the meeting at approximately 12:20 p.m.