College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, March 21, 2012 at 9:00 a.m. in Killian 202.


Members absent:

Others present:  M. Rompf

Minutes:  Motion and second to approve the minutes dated 3/9/2012 passed unanimously.

Announcements

Dee announced that Dr. Tommy Hodges has accepted a position at the University of South Carolina. Dr. Brian Lawrence has also accepted a position as pastor with a local church. Dee publicly thanked both Tommy and Brian for their many contributions to the College and the University.

David announced that the research colloquium will include four presenters who will discuss their projects using the eye-tracker machine.

Brian announced that the block application for fall is posted online. An email notification is being sent to students.

Perry reminded the Council about the Chancellor’s installation activities next week. Departments are asked to submit a list of faculty names who will participate in the processional to Amber McKendrick if this hasn’t been sent.

Janice announced that an offer has been made to a candidate for the TRACS EPA position. A response from the candidate is expected by Friday.

Perry announced that Dr. Kim Ruebel has accepted the Associate Dean’s position.

Dean's Report

Perry

University Budget Update-
All hearings culminated in a half day session/review by the Chancellor’s Leadership Council. Budget requests were reviewed and prioritized by sub-groups of the Council. All recommendations were collected. This guidance will be reviewed by and decided upon by the Chancellor should university funding become available. The process was a great step forward in transparency for the university.
Council of Deans Update

- Collegial Review Departments – there are some changes needed that are mandated. Adjustments to collegiality statements may be forthcoming. Department heads discussed meeting together to address common issues.
- Faculty SAI Data – Deans will have access to all SAI data.
- Performance and Enrollment Targets – GA has developed targets related to institutional funding. Access versus performance was discussed by the Council. The Provost will bring this discussion forward.
- APR 25 Reorganization document was presented to COD and is expected to be released by the end of the semester.
- Additional E & T funding will be ($3898) awarded. CEAP will purchase two canoes.
- Alumni Office will send individualized newsletters by unit. Each department must send information as to how they may wish to customize their template. Information will pull from the College news feed. Laura Huff is the contact in Alumni Affairs. Lee will provide an update report at the next meeting.

Killian Building Update

- Killian 102 is in the process of being painted. New colors will be used. An technology update is in process.
- Killian 105 will become a “student commons” space for the various learning communities within the College. Student carrels will be moved into KL 105 from the former KL 107. Plans are in the beginning stage and will continue through the summer.
- Digital signage locations and signage brackets have been received. These signs will be integral in disseminating information to faculty/staff/visitors as well as will provide a mechanism for communication in case of emergency situations.

Business Items

Chancellor and Provost Meet with CEAP

The College will meet with Dr. Belcher and Dr. Lofquist on Wednesday, April 18th at 8:30 AM, UC Multipurpose Room. This meeting will last approximately one hour.

Transfer Plan *

There is a university transfer plan committee which has developed a list of 20 or so initiatives to recruit and facilitate the process of transfer students. The university is seeking about 670 new students to the university and feels that the most obvious way to do this is through transfer students from North Carolina community colleges. These initiatives are currently being implemented and are expected to be included in the university strategic plan.

2011-2012 Recruitment Efforts *

A list of recruitment updates was provided to the Council for their review. Janice asked that the Council please provide any other ideas for recruitment. Jenny reported on her attendance at a meeting with Central Piedmont Community College to discuss the transfer process and open the doors for partnerships and recruitment efforts. A great deal of effort has been placed on cleaning up articulation agreements. The
Council discussed meeting with advisors at the community colleges to improve the advising process in transfer credit. Departments should coordinate recruitment efforts through the TRACS office. Efforts should be focused on STEM and special education areas. Janice also announced that there is a second year group in the learning community who will act as mentors to the incoming

*Update: Display Case for Chancellor Installation*  
*Jenny/Marissa*  
Jenny provided the Council with an update on the display case and passed around a picture of the poster that will be displayed. The display will incorporate the conceptual framework and representative information from all units. Perry thanked Jenny and Marissa for their effort and wonderful product.

*Honors and Awards, 3:30 PM, April 11th*  
*Jackie/Mary*  
- Program – need biographies
- Presenter list will be sent to the units to determine award presenters.

The Development Office will host an event in the fall for all donors and scholarship recipients. This will be combined with a college open house for donors.

*Director Pay*  
*Perry*  
Following Leadership Council, Perry met with the department heads to discuss director pay in relationship to assistant department heads, workload and unit recommendations for summer. A list of recommendations was composed and sent to departments for review.

*GoTo Giving Button for Websites (which units)*  
*Perry*  
- A list of programs/units should be provided to the Dean for the purposes of adding a donation button to a specific unit’s website.

*Task List Status Report*

*Dispositions Policy*  
*Dan*  
In process -

*Conversion of KL 222 to STEM Presentation & Classroom*  
*Perry/Terry*  
In process - Cabinets have been ordered. Smart Board has been installed. New sink and counter top are in the process of being ordered.

*Budget Priorities Internal Website*  
*Lee*  
Completed. Remove from task list.

*Summer College-wide Website Template Update*  
*All*

**Important Dates**

- **Department CRDs Due to Provost**: Tuesday, March 6, 2012
- **CEAP Honors & Awards Reception and Ceremony**: Wednesday, April 11, 2012, 3:30 PM, UC Grand Room
- **Chancellor & Provost Meet with CEAP**: Wednesday, April 18, 2012, 8:30 AM, UC Multipurpose Room
- **Faculty AFEs Due to Dean**: Tuesday, May 1, 2012
- **Dept Head AFE Materials Due to Dean**: Tuesday, May 1, 2012
**Leadership Council Meetings**  
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Dean Schoon adjourned the meeting at approximately 11:20 am. Department heads concluded at 12:00 pm.