The CEAP Leadership Council met on Wednesday, April 25, 2012 at 9:00 a.m. in Killian 202.

**Members present:** D. Brotherton, R. Corbin, D. Grube, J. Holt, B. Lawrence, W.D. Nichols, L. Nickles, M. Ray, T. Rose, P. Schoon, J. Stewart

**Members absent:** D. McCord, J. Smith

**Others present:** A. Malesky, M. Rompf

**Minutes:** Motion and second to approve the minutes dated 4/11/2012 passed unanimously.

**Announcements**

Lee announced that Carla has taken a position with Facilities Management and will begin in her new position May 1st.

Dee announced that the search committee for the Field Experience Director will meet next week. Advertisements for the math educator position and administrative support specialist are posted.

Dale announced that Denise Royer has been hired as the Student Services Specialist in Human Services. The department has made two offers for faculty positions, one in the BK program and one in Counseling. Both offers have been accepted. The department is excited about these additions, having now completed three faculty searches and one staff search. A candidate for the doctoral position will be on campus on Friday.

Janice announced that the TRACS Academic Advisor position has been filled. Belinda Petricek will begin employment on May 1st.

Mary announced that the Student Services Specialist position in the Dean’s office has been filled. Lydia Cook will join the Dean’s Office on May 1st.

Perry announced that his last day with the College will be June 27th.

**Business Items**

*Additional Field Experiences for Post-baccalaureate TE Programs*  
**Brian**

At the recent field experiences committee meeting, one of the community partners expressed concern related to the lack of preparation of some post-baccalaureate students entering the classroom. He noted that the candidates were either really great or very poorly prepared. The Council discussed pros and cons of the post-baccalaureate program, that students may opt to take an Intern I component, and that the program could decide to add the Intern I component as a requirement. The Council agreed that it may be wise to
“re-think” the program in order to create increased success for candidates and increased production of quality educators. On a final note, Brian reported that the community partners expressed their thanks at the last Field Experiences committee meeting for being provided meaningful opportunities to communicate about teacher education.

Educating Teacher Candidates on Classroom Funding Resources  
Renee

Renee posed the question to the Council, would it be appropriate for the College to incorporate training opportunities within courses to explore educational grant opportunities? The Council agreed that this would be very beneficial to students especially in light of current economic times. Ideas discussed include: providing workshops for pre-service candidates; encouraging/sponsoring in-service opportunities; including students in the opportunity for applying for partnership grants; and, assessing opportunities which may be currently provided within existing courses. Renee will facilitate a meeting with interested faculty to explore this further. Janice and Terry expressed interest in participating.

Waivers for TaskStream  
Renee

A discussion at the Assessment Committee came up regarding providing waivers for TaskStream. There are some varying requirements in graduate programs which are currently not participating in TaskStream. It was suggested that the department evaluate current program practices and use of TaskStream as a first step in resolving non-participation. The Council further discussed defining that students participating in NCATE programs leading to licensure would be required to subscribe to TaskStream; whereas, students taking courses as elective, not as a participant leading to licensure, would not be required to subscribe. After a further discussion, the Council agreed to not provide waivers at this time.

Renee has contacted and is collecting data from graduate program coordinators to provide to the new Associate Dean in preparation for NCATE.

Conceptual Framework*  
Dee/D

The PEC approved the conceptual framework as drafted. Feedback from the PEC included more specificity related to the measurability of goals when preparing the final document. Perry thanked the committee membership for their participation and contributions. Dan and Dee are finishing design work on a logo for the Conceptual Framework.

Dispositions Framework*  
Marissa

The Dispositions Committee has finished their work. This was well received at the PEC. Marissa provided the Council with an overall review of the policy and process. There is some final work to be done related to how IT can assist with the storage of collected student data.

Dan and Perry thanked the committees for the tremendous amount of work and effort put forth.
The Council agreed that both the conceptual framework and dispositions framework will be implemented fall 2012.

**KL102 Usage Policy**

Lee

The Botner Conference Room (KL102) is being updated with new furnishings and technology. Because of the expected increase in usage requests for the room and the need to ensure trained personnel usage of the available technology, Lee has drafted a usage policy for KL102. Lee reviewed the draft policy and received feedback from the Council. A signed usage understanding form will be required in order to reserve the room. Requests for usage of KL102 should be directed to Lee.

Killian 105, the future Student Commons area, is expected to be ready for student use next fall. The room will have lockers, six iMacs and a SMART board for student use.

**Current Funding Requests**

Lee

Lee reminded the Council to encourage faculty to submit funding requests as they become aware of future needs. The Council agreed that a web-designed request form would be beneficial.

**Summer Director Pay Stipends**

Perry

Perry reviewed the summer director pay list, which was developed in conjunction with department heads, with the Council. Payment for director pay will be split into four payments beginning May and ending in August.

*Discussion materials sent electronically.*

**Task List Status Report**

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

**Important Dates**

Faculty AFEs Due to Dean  
Dept Head AFE Materials Due to Dean  
Tuesday, May 1, 2012  
Tuesday, May 1, 2012

**Leadership Council Meetings**

Wednesday, April 25, 2012, 9:00AM  
Wednesday, May 9, 2012, 9:00 AM  
Wednesday, May 23, 2012, 9:00 AM  
Wednesday, June 6, 2012, 9:00 AM  
Wednesday, June 20, 2012, 9:00 AM

Dean Schoon adjourned the meeting at approximately 11:50 am.