

College of Education and Allied Professions Leadership Council

The CEAP Leadership Council met on Wednesday, May 4, 2011 at 9:00 a.m. in Killian 218.

Members present: R. Corbin, W.D. Nichols, L. Nickles, P. Schoon, J. Smith, D. Claxton, D. McCord, D. Grube, D. Brotherton, M. Karvonen,

Members absent: J. Holt, G. Ayuninjam

Others present: J. Stewart

Minutes: Motion and second to approve the minutes dated 4/20/2011 was passed unanimously.

Announcements

I. Announcements

Council Members

Dee began a discussion about the NCTQ information requests. He informed the council that the faculty in EMGE has agreed to send only their syllabi in response to the public records request, stating that they consider the assignments and other course information intellectual property of the individual faculty members. Perry agreed to pass the feedback on to WCU counsel.

Perry announced that he will be presenting his nephew with his diploma at his alma mater this weekend. He thanked those that would be attending the WCU commencement ceremonies in his stead. We will have the college meeting as scheduled. Lee Nickles and Windy Gordon will preside over the meeting.

Lee demonstrated the news portal on the website and thanked the council for submitting news.

Perry announced to the council that the budget discussion is ongoing. He will provide further information as it becomes available.

David M. announced the Faculty Senate voted against the differentiated Honors College Liberal Studies program.

David also commended the registrar office's forward-thinking in reconciling degree audits with graduation applications and getting the appropriate information to the students in a timely manner.

II. Business Items

Changes to PEC By-laws (voting membership)

Dan

Dan provided the council with a copy of the PEC By-Laws and the amendments that were recently passed by the PEC. The purpose of these amendments is to better define the membership of the PEC. The number of members will be reduced from around 50 members to around 36 members. The new membership gives a stronger voice back to the

faculty and takes into account a necessary balance between graduate programs and undergraduate programs. The PEC meetings will continue to be open meetings, but there will be an established voting membership. The motion to accept the amendments to the PEC bylaws was passed unanimously by the Leadership Council.

New Graduate Portfolio

Dan

Dan provided a copy of the new graduate portfolio to the council. The new portfolio streamlines the graduate portfolio and gives the students some new flexibility. The students will ultimately submit four artifacts. Two will be required and the student will have the flexibility to choose the other two evidences that will be submitted for evaluation. The evidences will continue to be maintained in TaskStream. The requirements for the evidences will be added to the portfolio criteria at a later date. The motion to accept the recommended changes was approved unanimously by the council.

Praxis Test Administration

Dan

Praxis Test Administration has been moved to Educational Outreach. Susan Fouts is now coordinating this effort. She is trying to establish WCU as a computer-based test site which will offer students a degree of flexibility that they do not currently have. Praxis II paper-based tests will continue to be offered several times per academic year, however ETS is considering moving the Praxis II to a computer-based delivery method in the future.

Assessment of Committee Operations and Graduate Alumni Surveys

Renee

Renee announced that the Graduate Alumni Survey process has been completed. Our response rate was approximately 20%. The response rate for the Undergraduate Alumni Survey administered in the fall was 10%. With both the graduate and undergraduate surveys, we sent the letter and survey in paper copy. However, with the undergraduate survey we sent out a postcard reminder as opposed to email reminders for the graduate survey. Renee would like to add phone calls for personal surveys by Teaching Fellows and other CEAP student organizations in the future. The survey results will be distributed in the near future. Renee announced that the assessment of committee operations has also taken place. This year we had a total of 55 responses. Renee reviewed the survey results with the council and asked for recommendations as to how to proceed with the information. Specifically, some of the effectiveness means were lower than they have been in the past. Perry recommended having a discussion with those committees to gain further insight into the issues.

Space/Office Assignments

Perry

Perry announced that due to the college reorganization some space issues will need to be addressed. He asked the department heads to forward the following information to the Dean's office:

- Offices that are currently unoccupied
- Offices that will be becoming available

Perry will be making the decisions regarding office space. He will be trying to keep the number of people who will need to move to a minimum and will employ the following criteria when making his decisions:

- Department association
- Rank
- AFE

Council Membership

Perry

Perry reviewed the Leadership Council membership with the council as set by the CEAP By-laws. Perry brought to the attention of the council that the director voting members will significantly out-number the voting faculty (department heads) members in the coming year. After further discussion, the council agreed that the purpose of the Leadership Council was not to represent a constituency but to provide all points of view necessary to advise the dean. The council recommended that the assistant department heads and a representative from TRACS should be included in the voting body of the LC. The motions made to include the assistant department heads and a member of the TRACS unit as part of the council were both passed unanimously.

Quarterly Report for B.O.T- Reminder

Perry

Perry announced that he needs these reports by tomorrow morning.

Task List Status Report

- Dispositions Policy
- Field Placement Guidelines
- Faculty Load Re: Visiting Intern Is and IIs
- Program Admission Requirements Review
 - Review completed by August 2nd

Dan
Gwendoline
Department Heads
Dan/Dept Heads

**Handouts-sent electronically*

III. Important Dates

Leadership Council Meetings

Wednesday, May 4, 2011, 9:00 AM

Wednesday, May 18, 2011, 9:00 AM

Wednesday, June 8, 2011, 9:00 AM

Dean Schoon adjourned the meeting at approximately 10:30am.